

VOLUNTEERING POST DESCRIPTOR



Title	Play Volunteers – Fun 4 Hire Assistant Ref No:
Location	Throughout East Ayrshire, travel expenses or assistance will be provided
Age Limits	14+
Dress Code	Sportswear, no football colours. Volunteer T-shirt provided.
Times/ Days	Volunteer opportunities will be offered on an as and when needed basis. Fun 4 Hire sessions take place dependant on the needs of the customer hiring the service. Delivery can be at weekends, weekdays or evenings.
PVG / Basic Disclosure Required	PVG Children Regular teaching/instruction and supervising children.
Pre-entry Qualifications Required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, detail	
Team/ Section providing the opportunity	Play and Early Intervention Team Contact Number: (01563) 576415
Duties and Responsibilities	<ul style="list-style-type: none"> • To assist the Fun 4 Hire staff in the set-up and delivery of fun activity sessions which have been requested by members of the public. • Interact with the participants involved. • Build self-confidence, knowledge and experience. • Assist in the set-up and delivery of Fun 4 Hire sessions which have been hired out. • Ensure compliance with health and safety guidelines at all times. • Interact with the Participants • Self-motivation and Enthusiasm is required at all times. • Any other duties relevant to the voluntary position. <p>We ask all volunteers to:</p> <ul style="list-style-type: none"> • Have time and enthusiasm for volunteering • Understand the need for support and supervision • Have the time to undertake ongoing training • Be reliable

East Ayrshire's Vibrant Communities service provides a range of services/support to community groups and individuals across East Ayrshire.

The services provided include

- External funding
- Mobile skate park
- Community councils
- Working with parents and children
- Working with young people
- Working with older people
- Health information/classes
- IT classes
- Literacy and numeracy
- All ability sports activities and much more

The wide range of services provided means we can offer a wide range of volunteering opportunities in a variety of settings and locations.

All of these courses will be undertaken on-line after registration as a Vibrant Communities volunteer is completed.

Training:

Prior to appointment, all volunteers will be required to undertake mandatory training in the following topics:

- Protecting people
- Vibrant Communities overview
- Customer care and complaint handling
- Diversity and equality

All of these courses will be available on-line after registration as a vibrant communities volunteer.

Other Training

Induction training will be delivered by volunteer supervisor. CPI Personal safety) and Manual Handling (objects) training will require to be completed within 6 months of appointment.

Specific training for this position - Play @ Home and Fun 4 Hire training will also be provided before placement begins.

A wide range of further training opportunities are available to all volunteers, both post specific and general