



## Volunteer Role Description

<b>Volunteer role:</b>	<b>Activity Volunteer – Mary Seacole Nursing Home</b>
<b>Based at:</b>	<b>39 Nuttall Street, N1 5JS</b>
<b>Days/times:</b>	10am – 12pm and 2pm – 4pm (but can be flexible on times) Monday to Sunday
<b>Volunteer Supervisor:</b>	Ward Manager/Nurse in Charge

Would you like to get involved in volunteering at MSNH? We are developing a programme of activities from volunteers to look through books and photographs together with our residents to volunteers who are specialized art therapists.

Would you like to share any skills, talents or hobbies you may have or have you just a little time to share with our residents? You may be skilled in anything from art, reading, poetry, music, playing games etc.

**Main purpose:** To assist in running a programme of leisure activities to get residents involved in using their creativity and imagination

### Background

Mary Seacole Nursing Home is part of the Homerton Hospital. We cater for the needs of up to 50 frail elderly residents aged 60 and over. We maintain strong links with the local community. We are committed to helping our residents continue to lead positive and rewarding lives and to maintain independence for as long as possible. We attend to patients with a wide range of conditions needing nursing and medical care. Some of our patients also suffer from dementia which makes the disorientation of staying in a new environment particularly difficult to manage.

A key part of this volunteer role will be to provide reassurance and company to patients within the home. As an activity volunteer you will be helping our structured patient's activities on a day to day basis. You will bring your own unique talents to this role.

As the nursing home is a busy environment, it is essential that volunteers are able to take a proactive approach to the role, whilst always being guided by the Nurse in Charge and wishes of the individual patient.

Experience of caring for friends or relatives with dementia would be particularly useful in this role, although it is not essential.

## **Duties**

1. To check with the Nurse in Charge about priorities and any issues the volunteer should be briefed about
2. To help staff in activities for patients
3. Carry out activities on a one-to-one basis with a resident or in small groups
4. To be able to encourage participation
5. To have good communicate skills and be able to encourage residents
6. To clear up after activities and keep the day room and other areas tidy.
7. To inform staff about activities undertaken with patients and any significant changes in mood or behaviour.
8. To undergo training as required.
9. Chatting to patients if they would like company – this could be either in the patient's own room, communal areas like the lounges and outside garden.
10. Helping and supporting our patients as they participate in structured activities with the supervision of our activity facilitator.
11. Assisting with general ward tidiness.

12. Asking patients to give feedback on their experience of the ward by completing a hand-held survey device.

## **Person Specification**

### **Activity Volunteer - Mary Seacole Nursing Home**

#### **Essential**

- Aged 18 or over
- Able to commit reliably to at least 3 hours a week for a minimum of six months
- A commitment to improve the patient's experience of their time in hospital
- Well presented, with a friendly and approachable manner and good verbal communication skills
- An ability to relate well to people on a one to one basis and be sympathetic to others' situations
- An ability to be patient and calm even in the face of difficult situations
- An ability to act on own initiative within the role description
- A willingness to be flexible and to follow the guidance of a Volunteer Supervisor
- A commitment to the trust's equal opportunities and diversity policies
- A willingness to abide by the Homerton's volunteer guidelines, including rules on confidentiality, health and safety, safeguarding adults and children and manual handling
- To be willing to receive training in customer care, communication skills and any other areas as appropriate to the volunteer role

#### **Desirable**

- Experience of caring for friends or relatives with dementia.

#### **General information**

- Volunteers should not undertake duties outside this role description without checking first with their Volunteer Supervisor.
- Volunteers must not undertake any manual handling tasks.
- A volunteer can offer emotional support and empathy but must under no circumstances offer advice or a medical opinion on a patient's treatment or assist with anything of a clinical nature.
- Volunteers are reminded of the importance of confidentiality at all times. They must under no circumstances discuss patients' affairs with any person other than the relevant staff. If a patient discloses information relevant to their condition, the volunteer should direct the patient to speak to the Nurse in Charge.

- Volunteers are complementary to paid staff and must not be used to replace roles that are usually undertaken by hospital employees.