



Group Social Support Volunteer

Volunteer Role Description

<i>Position title</i>	<i>Group Social Support Volunteer</i>
<i>Responsible to</i>	<i>Group Coordinators, Volunteer Coordinator</i>
<i>Direct Reports</i>	<i>None</i>
<i>Last Updated:</i>	<i>13 March 2024</i>

Purpose

Newtown Neighbourhood Centre's Aged Services team run weekly Social Support Groups (SSG) for older people living in the Inner West Council area. Our groups include a range of specific language and cultural groups including Greek, communities from Former Yugoslavia, and Portuguese, along with a general Inner West Seniors and a Rainbow Seniors' group for LGBTQI people. We aim to create a welcoming environment that fosters social engagement, health, and wellbeing, along with offering monthly excursions, and activities for special occasions.

Context in which the role operates

Newtown Neighbourhood Centre (NNC) is a not-for-profit organisation that provides specialist services for people who are at risk of homelessness, Aged Services, and community strengthening events and activities in the local area. In all that we do, NNC is committed to justice, inclusion, action, and fun. We want to work with the community to fulfill its potential.

Emphasis and Impact of the role

The SSG volunteers play a key role in providing social support for older people who can attend groups but need some extra support in their attendance. This can include support on entry to the group, engaging in social activities with the group, morning tea/lunch, support with infection control practices throughout the group, any activities as directed by the Group Coordinator, and supporting participants to depart at the end of the session.

Key Accountabilities

Key Accountability Areas	Task of this role
Provide social support to the clients and support to group coordinator.	<ul style="list-style-type: none"> ○ Arrive at the time agreed with the group coordinator ○ Help set up the venue for the social support group ○ Provide social support to the clients; engage in conversation, assist with morning tea/lunch, maintain situational awareness of clients' abilities and needs ○ Attend monthly outings and assist clients throughout the day ○ Help clean and pack away after the group
Communication with group coordinator and clients	<ul style="list-style-type: none"> ○ Collaborate with group coordinator to deliver fun and engaging activities for the group members ○ Treat coordinator and group members with kindness and respect ○ Communicate important information to coordinators regarding any risks or incidents that you notice while helping out at the group.
Fostering empowerment and independence	<ul style="list-style-type: none"> ○ Focus Social Support on wellness and reablement, ensuring that clients are building or maintaining their own capacity rather than having things "done for" them ○ Maintain healthy boundaries in terms of your responsibility as a volunteer
Gain and maintain a knowledge and skills base that can support your work as an SSG volunteer	<ul style="list-style-type: none"> ○ Undertake any training associated with Social Support Group volunteering at NNC ○ Undertake any additional training where possible, desired, or where advised (for example, Covid 19 Infection Control Training, Safe Food handling)

Declaration

I have read this position description, understand its contents, and agree to work in accordance with the requirements of the position. I understand and accept that I must comply with the Policies and Procedures of Newtown Neighbourhood Centre.

Employee's Name

Employee's Signature

Date

Chief Executive Officer

Date