## Role Description: Memory Support Service Group Volunteer

**Responsible to:** Hertswise Team Members

**Time commitment:** 2-3 hours per week

**Location:** Watford, Three Rivers, Broxbourne & Hertsmere

**Who we are:**

Hertfordshire Mind Network is a mental health organisation that promotes mental wellbeing and provides a diverse range of recovery orientated services to residents across Hertfordshire. We are the largest mental health provider in the county and provide support to over 5000 clients every year.

Hertswise is a service designed to support people living with early on set dementia or mild cognitive impairments and their carers using the 5 steps to mental wellbeing in one 2 one and community group settings.

**Purpose of role:**

We are looking for volunteers to support locality workers in running community based groups for people living with dementia and their carers.

**Main tasks:**

* Set up and clear room for the group including teas/coffees
* Welcome service users to the group and ensure they are comfortable
* Engage with clients through talking and active listening and supporting service users in taking part in activities being done.
* Signpost service users to any other services that they may be interested in or that may help them in their current situation
* Report any safeguarding issues immediately to the locality worker
* Debrief with locality worker after each session

**What we are looking for:**

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**What we can offer you:**

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**Additional Information:**

**Confidentiality:** Attention is drawn to the confidential aspects of this role and personable responsibility and liability under the Data Protection Act 1998. Matters of a confidential nature, including information relating to clients or staff, must not under any circumstances be divulged to any unauthorised person.

**Health & Safety:** The post holder is required to take reasonable care of their own health and safety and that of other people who may be affected by their acts or omissions at work and to ensure that statutory regulations, policies and codes of practice and departmental safety rules are adhered to.

**Equality and Diversity Policy Statement:** We believe that equality for all is a basic human right and actively oppose all forms of unlawful and unfair discrimination. We celebrate the diversity of society and are striving to promote and reflect that diversity within this organisation.

ENHANCED DBS [DISCLOSURE BARRING SERVICE] (Formerly CRB) CHECK FOR REGULATED ACTIVITY

APPOINTMENT OF THIS POSITION IS SUBJECT TO SATISFACTORY REFERENCES

**Next steps:**

If you are interested, please complete our application form <http://www.hertfordshiremind.org/join-us/volunteering/> or contact the Volunteer Coordinator on **0203 727 3600**