



Telford and Wrekin Carers Centre - Young Carers
YOUTH CLUB ACTIVITIES ASSISTANT
 (Volunteer)
 Role Description

Volunteer title:	Youth Club Activities Assistant (16-18 yrs and/or 18 yrs +)
Location:	Currently The Carpenter Centre, Overdale, Telford
Aim of role:	To assist in the preparation and delivery of the Young Carers Youth Club.
Outline of opportunities:	<ul style="list-style-type: none"> Assisting the Wellbeing Respite Coordinator (and other members of Young Carers staff and other volunteers) in preparing, delivering and facilitating interesting and fun activities at Youth Club for young carers 5-11 (suitable for volunteers 16 yrs +) and 12-18 yrs (suitable for volunteers 18+) Be a positive role model: to listen, support, encourage and motivate young carers during various activities.
Training offered:	Activities Training (in house) Plus any other relevant training as and when it is available
Role specification:	<ul style="list-style-type: none"> A well developed sense of fun and willing to join in with activities at all times. Good communication skills to chat and encourage young carers. Able to use initiative with common sense approach in keeping young carers safe during youth club. Willing to work with other members of staff and volunteers as part of the Young Carers team To be available by phone and email, so that the office team can make contact and arrange availability rotas for Youth Club. Willing to take part in evaluation and/or training in connection with the role.
Commitment:	The opportunity is to attend weekly and/or fortnightly Youth Clubs (currently Wednesdays 5-7pm). Age groups attend alternate weeks, so for volunteers aged 16-18, youth club will be fortnightly.
Support/Supervision:	The Community Resilience and Social Action Co-ordinator offers an “open door” policy for 1-to-1 support at any time 8.30-5 Tues, Wed & Thurs. The Activities Coordinator will provide all supervision at Youth Club.

If application and references are approved, we will expect you to provide various documentation so we can submit an application for an enhanced Disclosure & Barring Service search. If you are a car user, in order for you to claim for expenses, we will need to collect photocopies of all related documents on a regular basis including current: car tax disc, driving licence, registration document, insurance certificate, MOT.

