

Young Carers Youth Club Assistant Volunteer Role Description

Carers Trust Hillingdon supports young people aged 5 – 25 who have a caring responsibility. As part of our service we provide weekly youth clubs to enable our young carers to have a break from their often stressful home situations, meet other young people in similar circumstances and to have fun! We are looking for individuals who are warm and energetic to support our young carer youth club sessions.

Main purpose of role

To encourage young carers to have fun and relax in a safe and welcoming environment.

Availability

The commitment is a minimum of two sessions per month (6 hours in total) for a minimum period of six months to ensure consistency for young carers.

Location

Sessions are located at either Harlington Young People's Centre, Hayes or Wren Centre, South Ruislip.

Key responsibilities

1. To provide a warm welcome and friendly service
2. To be patient, friendly and empathetic to young carers
3. To be an active team member and support the running of sporting, computer/gaming, arts and crafts and other creative activities
4. To treat all young carers, and their families, with respect, dignity and courtesy
5. To engage in pre and post-session staff meetings
6. Adhere to policies and procedures, in particular confidentiality and safeguarding

Specialist skills/training/ knowledge

1. Good communication and interpersonal skills
2. The ability to engage with young people in a positive and friendly way
3. Kind and calm approach
4. Show high standards of professional behaviour and appearance
5. Be able to reach the agreed venue via public transport or own transport

Tasks

1. Assisting in the set up and set down of the clubs according to procedure as required (including preparation of food, setting up and tidying up of arts and crafts/sports activities)
2. To interact with the young people and encourage them to participate in the activities on offer if they so wish
3. Maintenance of a tidy and safe environment at all times
4. To conduct all dealings with young carers in a public area in full view of others

Sessions

We have a variety of young carers clubs where volunteers are required during the below periods:

What	Frequency	Location and Times Volunteer Required
Young Carers Saturday Club - Alternate weeks for 10-15yrs olds and 5-9yrs olds	Saturdays 1030-1 actual	Harlington Young Peoples Centre Pinkwell Lane, Hayes, UB3 1PL 10.15am – 1.15pm
Young Carers Thursday Club - Alternate weeks for 10-15yr olds and 5-9yrs olds	Thursdays (term time) 330-6 actual	Wren Centre Queens Walk, South Ruislip, HA4 0LR 3.15pm – 6.15pm
Young Adult Carers club - 16yrs – 25yrs	Tuesdays, Fortnightly 630-830 actual	Harlington Young Peoples Centre Pinkwell Lane, Hayes, UB3 1PL 6.15pm – 8.45pm

Please note:

- All successful applicants will be required to complete an Enhanced DBS criminal record check
- Minimum age for volunteers is 18 years
- Minimum commitment is 6 months to ensure consistency for young carers
- Reasonable travel expenses can be claimed
- All volunteers are expected to undertake induction training at Carers Trust Hillingdon, 126 High St, Uxbridge, UB8 1JT
- You will receive regular supervision and support