



Sheffield's Hospice

## Volunteer Task Profile Art Club Volunteer

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**Volunteer Lead:** Activities Manager / Activity Coordinator

**Flexible hours:** Wednesday 9.30 – 12.30

**Available to:** Volunteers aged 18+

**Location:** Based at Ecclesall Road South Site

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St Luke's is Sheffield's Hospice, with a vision to support and care for everyone affected by terminal illness in Sheffield. We are a community organisation which means that everything we do is focused on helping people in their own communities as well as at our Little Common Lane site, where we support terminally ill people and their loved ones through our 20 bed In Patient Centre, a Therapies and Rehabilitation Centre and Wellbeing services such as Reiki and massage.

Our Ecclesall Road South Site is for people and their loved ones who have a palliative condition at any stage of that journey, offering relaxation and wellbeing, practical support and above all, fun! A range of activities and social events are available, as well as the opportunity to just relax in a homely atmosphere with beautiful gardens and our lovely Café.

The purpose of our Art Club sessions are to provide a friendly space for clients to express themselves through art such as drawing, painting and collage.

We are looking for an Art student (under or post graduate) to volunteer to carry out tasks under the supervision of our Team. You should be proactive and able to demonstrate compassion and communicate in a friendly manner whilst supporting our programme of activities, which provides our clients with the opportunity to learn and develop creative skills. The successful volunteer will have the ability to operate as part of a team, be non-judgemental and demonstrate listening skills, whilst being able to take instruction and being aware of the client boundaries.

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### What does this role involve?

#### Tasks

We do require you to:

- work creatively under the supervision of the Activities Coordinator to support up to 10 clients with creative activities
- assist in the daily running and maintenance of the session, including monitoring stock levels and keeping a tidy and safe and secure environment
- Setting up before and clearing down after a class
- feedback relevant information to the Activities Coordinator
- report concerns, incidents, accidents and near misses to the Activities Coordinator
- accompanying clients to the creative activity room

We do not require you to assist in

- patient, client or visitor counselling
- assist patients in a clinical capacity such as assisting them to use the toilet or assist with their mobilisation

- book clients on activities
- assisting with medication
- discussing clients personal details/information

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## **Benefits**

- Gain experience of working in a caring profession
- Opportunity to help people to improve and make the most of their lives.
- Opportunity to meet and work with interesting and diverse people
- Opportunity to give back to the community in a direct and meaningful way
- Get job references and develop a portfolio of skills and training gained
- Reasonable travel expenses paid (in line with the volunteer policy)
- Develop team working skills
- Develop customer service skills
- Gain valuable experience to further your career

## **Training**

- St Luke's Induction
- Customer Service Training

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## **Other requirements**

- Be a minimum of 18 years
- display the identification badge at all times
- Have a current enhanced DBS check generated by St Luke's Hospice
- Abide by the Health & Safety at Work Act.
- Attend Health & Safety and Infection Control training
- Respect confidentiality applying to all St Luke's areas.
- Adhere to St Luke's policies and procedures.
- Comply with the St Luke's no smoking policy.
- Participate in and contribute to team meetings (if applicable)
- Co-operate and liaise with departmental colleagues.

## **Contact Information**

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[www.stlukeshospice.org.uk/volunteers](http://www.stlukeshospice.org.uk/volunteers)