

# St Elizabeth Hospice

## Volunteer Role Description



**Role:** Walk on Leader

**Location:** Community

**Staff Member Link:** Community Volunteer Recruitment coordinator/ EWT Team leader

### **Purpose of Role and Service**

To plan and facilitate walks with in Suffolk/Great Yarmouth as part of the Walk on initiative.

### **Key Activities**

- To plan routes for walks.
- To lead group walks.
- Pass on plans for walks to staff member link.
- To walk route beforehand to ensure its suitability.
- To wear high Vis vest and carry a mobile phone at all times.
- To work within the guidelines of the walk-on risk assessment.
- To be responsible for taking a register of attendees.
- To respond appropriately to any new attendees of the walk.
- To read out the group safety briefing at the beginning of the walk.
- To pass on numbers and feedback of attendees to staff member link.
- To pass on any concerns to staff member link.
- To attend regular planning/ update meetings online.

### Suffolk only

- Be responsible for responding to any communications with in the WhatsApp group.

### **Organisational Responsibilities**

- To work within the policies of the hospice and act within Care Standards at all times
- To uphold the hospice and individual team values at all times
- To ensure effective use of resources
- To participate in the hospice education programme and attend training courses as required
- To respect at all times the confidentiality of information covering patients, staff and volunteers
- To play an active part in the development and maintenance of good relationships with all who have business with the hospice
- To promote the hospice Philosophy of Care towards patients, relatives and visitors
- Generally to contribute towards ensuring a safe environment for all persons on the premises

*Volunteers are required to respond positively to all reasonable instructions given by Link Members or other members of hospice staff. While volunteer suggestions and opinions are always welcomed, the responsibility for operational and strategic decisions lies with the hospice management.*

## Personal Qualities

| Attributes                         | Essential/Desirable  | Qualification and training to be provided  |
|------------------------------------|--|--|
| <b>Skills and Abilities</b>        | E - Good communication skills, attentive listening.<br>E - Basic assessment skills |  |
| <b>Knowledge and Experience</b>    | E - Life experience<br>D- Good knowledge of local area and walks.                  |  |
| <b>Attitudes and Values</b>        | E - Warm, caring, approachable, empathic/able to listen carefully                  |  |
| <b>Qualifications and Training</b> |  | eLfh Modules - Roles and Responsibilities of a Volunteer, Communications for Volunteers, Health, Safety and Infection Prevention and Control, Data Security Awareness for Volunteers, Conflict Resolution for Volunteers, Equality, Diversity and Human Rights for Volunteers, Moving and Assisting for Volunteers, Safeguarding Adults for Volunteers & Compassionate Conversation session. |

**DBS** – Due to regular contact with patients and / or confidential information this role requires a DBS check