

Volunteer Role description



Volunteer Role	Fit for Health Volunteer
Role Purpose Why we need you	Edinburgh Leisure aim to provide opportunities for everyone to get active and stay active. Fit for Health would value the input of volunteers to assist with weekly long term condition classes (cardiovascular disease, respiratory disease, diabetes and heart failure).
Specific Tasks What will be involved?	Volunteers will support a specialist instructor with delivering physical activity sessions and be responsible for conducting pre and post assessments. Meet and welcome new participants at Edinburgh Leisure reception. Show participant around facility. Introduce the new participants to the specialist health instructor and other people in the group, particularly other new starts or those with similar health conditions. Explain format of programme and conduct 6 minute walk test at the beginning & end of the programme. Assist the instructor with setting up of the class. Assist participants in reading, understanding and completing pre and post-programme questionnaires. Have a discussion about next steps and signposting to what is available/of interest in their local area, share resources
Skills and Qualities	We understand that volunteers will come from a wide range of backgrounds and will have many different qualities and skills. The essential qualities for this role are: <ul style="list-style-type: none"> • Open, warm and friendly manner • Good communication skills • Commitment to the role • Non-judgmental • Ability to actively listen • Awareness of own limitations and boundaries • Excellent time-keeping skills • Reliability • Passion for working with people • Willingness to undertake training required

Support and Training	Relevant training and shadowing will be provided for all volunteers before attending classes. Each volunteer will be required to do a training session (3 hours long) and shadow a class.
Expectations	<p>Volunteers will be expected to:</p> <ul style="list-style-type: none"> • Carry out their tasks in a way that corresponds to the purpose and values of Edinburgh Leisure and in line with the volunteer policy and agreement • Volunteer within agreed guidelines and remits • Respect confidentiality • Respect other volunteers, service users and staff • Respect the human rights of others • Carry out their tasks with regard to the health and safety of others • Attend training and support sessions where appropriate
Commitment	Volunteers are sought over a longer term basis (minimum of 6 months) and will be required to commit to a minimum of one to two hours of their time each week
Location	There are a number of opportunities across Edinburgh Leisure venues. The location can be chosen by the volunteer to suit their needs.
Disclosure / PVG Requirements	<p>Volunteers will be required to undertake a Disclosure Police Act check or complete a criminal conviction self-declaration. The purpose of this is to safeguard volunteers and service users from harm.</p> <p>The check involves completing a short form which volunteers will be supported to fill in. Having a criminal record will not automatically prevent you from volunteering. Rather, cases will be treated on an individual basis.</p> <p>If you have any questions or concerns about this please contact the support contact using the details below.</p>
Support Person & Contact Details	<p>Lisa Hunter Fit for Health Development Officer lisahunter@edinburghleisure.co.uk 0131 458 2100</p>
Task Description Updated	23/2/17