



Community Engagement Volunteer Role Profile

Title:	Community Engagement Volunteer
Department:	Wellbeing Services
Reports to:	Louise Wilson – Community Engagement Officer
Responsible to:	Wellbeing Services
Aim of role:	<p>As a community hospice, we believe that everyone touched by a life-limiting condition should have free care and support to live well, from diagnosis to end of life. So, to reach out to as many people as possible we would like to raise greater awareness of the services Longfield Community Hospice provides, build stronger relationships and partnerships with healthcare professionals, community groups and the general public.</p> <p>As a Community Engagement volunteer, you will be representing Longfield at events throughout Gloucestershire on and off site.</p>
Time commitment:	A few hours per month – may include evenings and weekends

Tasks and activities

- To represent the hospice providing information, referral pathway guidance and general knowledge of Longfield Community Hospice.
- Responsible for the manning of stalls /stands raising awareness to the general public and to other health care professionals and providers at organised events.
- Handing out information about Longfield, answering questions and talking to people on a one to one or group basis about our services.



Person Specification

	Essential	Desirable
Training & Qualifications	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None
Skills & personal qualities	<ul style="list-style-type: none"> • Excellent Communication skills & Listening skills • Good verbal communication skills to inspire people about Longfield. • This role would suit someone who is a confident, happy to talk to a range of people from different communities and with different interests. • Able to listen attentively, have a sensitive approach and have great empathy. The role will involve talking to people who may have a life limiting condition and are enquiring about services they can access, they may be asking about services for someone they love, a friend, they may be a carer or they may be bereaved. The role will also involve talking to healthcare professionals about services. • Understand the need for professionalism and confidentiality within the work of Longfield. • A willingness to undergo the training involved • A willingness to stay up to date with information about what Longfield currently offers and what areas we would like to promote • Attending Wellbeing Groups to gain personal experience 	
Personal Attributes	<ul style="list-style-type: none"> • Team player with a positive can-do attitude. 	<ul style="list-style-type: none"> • Willingness to get involved in other events, for example Fundraising events
Dress code	<ul style="list-style-type: none"> • Casual/ comfortable clothing and footwear appropriate to the role/weather. • A volunteer badge must be worn at all times when representing the hospice and adherence to infection, prevention and control measures. 	



Other requirements:

- Own transport (expenses paid)
- Clean driving License
- Friendly confident personality

Benefits to Longfield

- Increased awareness of Longfield services throughout Gloucestershire.
- More people with a life limiting condition aware of the services Longfield provide.
- More people with a life limiting condition being supported by Longfield, along with their carers and those who are bereaved.
- Increased awareness of how people can refer themselves to Longfield

Selection process

- Initial conversation/meeting with Community Engagement Officer and Volunteer Services to explain the role in detail
- Completed Application form and two references
- Enhanced DBS approval

Training & support

- Initial Welcome to Longfield training
- Induction
- As a volunteer you will have access to a range of education facilities and training opportunities to help and support your ongoing professional development.

Mandatory training Requirements

- Welcome to Longfield Induction (half day workshop)
- Safeguarding adults (level 1) e learning
- Equality and Diversity
- GDPR awareness – e learning
- Other training if highlighted by role