



Involvement Volunteer



At a glance	<p>We have an exciting opportunity for an Involvement Volunteer to join Independent Age in the Co-production and Involvement team. Co-Production is a word that is used to describe how people can <u>work collaboratively</u> together to create, improve and develop services and activities. This role will help create tools and resources we need to involve people as well as directly supporting projects and activities that engage older people, carers and the community.</p> <p>We would welcome applicants who have experience of our services or the issues that our services are there to support.</p>	
	Location	Flexible location or London office
	Flexibility	Very flexible as this will be project based volunteering
	Regularity	Flexible but ideally once a week
	Time Commitment	1-4 hours a week
	Age requirement	18+ years
	Training required	Online safeguarding and data protection training, induction training and yearly refresher training
	IT skills required	Desirable email and internet access for projects
How this role makes a difference	<p>We want to ensure older people are at the heart of everything we do and this role will help by involving older people, carers and the community in creating, improving and developing services and policy work.</p>	
What you'll be doing	<p>There is a lot of flexibility to the projects and these tasks give an indication of some of the work Involvement Volunteers could focus on depending on their interests and availability.</p> <ul style="list-style-type: none"> • Develop resources and guidance to support co-production and involvement practice e.g. templates workshop plans or guidance on how best to involve people in forums. • Collaboratively plan and deliver face to face and telephone co-production workshops/ interviews etc. with older people, carers or the wider community, making use of a range of engagement methods and techniques. We would provide learning and 	

	<p>development on this. You might be doing these 121 or in a group setting.</p> <ul style="list-style-type: none"> • Research and develop best practise and learning & development guidance for all people involved in co-production. • Keeping your skills and knowledge up to date by taking part in relevant training. • Reading and following our policies and procedures - designed to keep you safe and happy, and everyone's data safe and protected. We've got guidance around safeguarding, lone working, confidentiality and role boundaries to help with this. We'll ask you to sign to say you understand them. • Representing the charity well to the wider public.
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<p>What's on offer</p>	<ul style="list-style-type: none"> • An opportunity to volunteer in a charity that enhances older people's lives, and be part of a growing network of volunteers making a real difference • A chance to meet and work with new people • The opportunity to develop new skills and interests, especially in involvement and co-production and participatory approaches • Full support and a range of relevant training • The opportunity to access other volunteering opportunities • A reference for future volunteering or employment, after 6 months • Reimbursement of agreed expenses so you're not out of pocket.
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<p>What you can offer us</p>	<ul style="list-style-type: none"> • An openness to work in a collaborative way on projects and activities, especially in team settings • Existing experience of working alongside a variety of people who might be accessing help or support would be helpful, but is not required as this information will be included in induction. • Experience or interest in facilitating involvement activities like forums, discussions, panels or workshops with people. This would be helpful, but is not required and will be covered in your induction. • Enjoying meeting a diverse range of people and helping others • An interest in older people and the issues of later life • Good communication and listening skills and a clear speaking voice • Patience, empathy and a non-judgemental attitude. • An ability to work independently but also stay within the role's boundaries - recognising when to seek advice or report concerns
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Find out more!		Visit us: https://www.independentage.org/get-involved/how-can-i-volunteer
		Email us: volunteer.recruitment@independentage.org
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