

## Volunteer Role Description

### Community Advocate Volunteer

<b>Purpose</b>	To champion and promote The Reader at Calderstones and all that is happening on site. To help The Reader enable others to improve their wellbeing, build community, reduce social isolation and feel inspired by literature.
<b>Key activities</b>	<p>The Reader at Calderstones is a place where anyone can come to experience literature, find and share meaning, be nourished, develop new skills, explore new things and, find 'something real'. We run many weekly Shared Reading groups, as well as many other weekly community groups, such as Knit and Natter</p> <p>The Reader at Calderstones is home to the International Centre for Shared Reading – a centre of excellence serving our international community, and welcoming everyone who wants to begin or develop their Shared Reading practice.</p> <p>Visitors can also visit the neolithic Calder Stones in a new heritage centre that brings the stories of the past to life.</p> <p>But with a commercial Café, Shop and Ice Cream Parlour on site, and our glorious Storybarn, as well as the park's only public toilets, we will be welcoming thousands of people who know very little of our purpose, only that we have things they may want to buy or use.</p> <p>Community Advocates and Connectors will support us in ensuring that our work at reaches out to everyone, particularly those who are isolated or lonely.</p> <p>Activities will include –</p> <ul style="list-style-type: none"> <li>• Helping people find out about free Shared Reading groups happening in their area and encouraging individuals to attend</li> <li>• Helping people find out about the activities at Calderstones and encouraging them to get involved</li> <li>• Promoting Calderstones activities via word of mouth/distributing printed information within your own personal and professional networks or local neighbourhood</li> <li>• Taking part in activities at Calderstones</li> <li>• Representing The Reader at local events and talking to members of the community about the benefits of getting involved at Calderstones</li> <li>• Keeping up to date about group times, venues and general information and passing this on to others</li> <li>• Helping to inform The Reader communications team about suitable community events, venues or groups through which it</li> </ul>

	<p>would be good to promote the work at Calderstones (eg. is there a notice board in your local GP surgery or shop that you think we should have some information on?)</p> <ul style="list-style-type: none"> <li>• Helping to inform The Reader programme team about potential barriers people see to getting involved in different events and working together to create plans for how best to overcome these</li> <li>• Where appropriate, and with adequate support, bringing neighbours or community members to Calderstones and attending events or groups together to help ease them in.</li> </ul>
<b>What you will get out of it</b>	<ul style="list-style-type: none"> <li>• An opportunity to become part of the Shared Reading and the Reader at Calderstones communities</li> <li>• Gain first-hand experience of working with an award winning nationally recognised social enterprise</li> <li>• Enabling more people to benefit from Shared Reading and the varied programme at Calderstones</li> <li>• Opportunities for you to enrich the lives of other people</li> <li>• Regular and ongoing support from a friendly and supportive team</li> <li>• Develop confidence</li> <li>• Enhance your CV</li> </ul>
<b>What we expect from you</b>	<ul style="list-style-type: none"> <li>• Work according to all volunteer policies and procedures</li> <li>• We need people who care or can learn to care about what The Reader is doing</li> <li>• Able to volunteer under the supervision and support of The Reader</li> <li>• Reliability and flexibility</li> <li>• Good interpersonal skills</li> <li>• Patience with those who are unable to communicate clearly and/or are less confident</li> <li>• Able to ask for help when needed</li> <li>• Have a warm, calm and friendly manner that reflects The Reader's ethos and values</li> </ul>
<b>Commitment</b>	<p>Time commitment per week: approximately 1 hour, although this is flexible. Length of role: minimum three months</p>
<b>Location</b>	<p>We are focusing on bringing people to Calderstones and encouraging them, particularly those most at risk from social isolation, to get involved. Your location can be anywhere across the City Region as long as you are able to promote and talk enthusiastically about The Reader at Calderstones.</p>
<b>Skills/experiences/personal qualities required</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>• Be with people in an open and human way</li> <li>• Commit to working within the unique ethos and values of The Reader</li> <li>• Be sensitive and patient with people's needs</li> <li>• Work according to all volunteer policies and procedure</li> <li>• Work independently</li> </ul>

<b>DBS required?</b>	A DBS may be required for this role depending on the aspects of the role that you will be undertaking. A criminal record does not necessarily disqualify a person from volunteering with us.
<b>Application Process</b>	The Reader has a strong track record in delivering high quality services. Making sure that we have the right people in the right roles is an organisational priority and extends to our volunteering community. As part of the recruitment process for this role we'll invite you to a shared reading group, to read up on our induction documents and to complete an application form. We'll also request references. As we would with any role, paid or unpaid, we will talk to you openly about any reservations we identify that result in our decision not to offer you a place volunteering in this role.
<b>Support and Supervision</b>	Support and supervision will be provided from your Calderstones Volunteer Co-ordinator or your Shared Reading Organiser.
<b>Training required</b>	Induction and training sessions will be provided and must be completed before starting the placement. The training will comprise a half day welcome and induction session plus additional training hours specific to the role.
<b>Volunteer expenses</b>	Travel expenses will be provided as per volunteer expenses policy.
<b>Further information</b>	For further information, please contact <a href="mailto:volunteer@thereader.org.uk">volunteer@thereader.org.uk</a>