

VOLUNTEER ROLE DESCRIPTION

DOST CENTRE FOR YOUNG REFUGEES AND MIGRANTS

NEWHAM LEISURE CENTRE, 281 PRINCE REGENT LANE, LONDON E13 8SD

Role title: Youth Club Volunteer

Accountable to: Youth Work Programme Manager - Marian Spiers

Days/ times: Tuesdays and Fridays 5.45pm -8.45pm and at other times for trips

Role Purpose: To provide support / assistance in the day to day operation of Dost Youth Programme.

To undertake face to face work with young people in delivering a programme of activities.

Key accountabilities:

1. To establish positive relationships with young people in an environment where they can form supportive peer friendships and increase their self-confidence and their ability to enjoy and achieve.
2. Assist in leading groups of young people in specific sports, games or art activities with the aim of the young person achieving an accreditation if relevant. (AQA, Jack Petchey – Youth Work Programme Manager will advise) and to ensure young people have the opportunity to practice and improve their language skills.
3. Assist in set up and clear away of Youth Club activities and refreshments.
4. Manage behaviour, if applicable and adapt the activity to meet the needs of groups or individuals.
5. Supervise young people to ensure safe use of equipment and facility without endangering themselves or other users and report accidents to Youth Work Programme Manager.
6. To assist with all administrative tasks (registration, session reflections, incidents, accidents) to facilitate the smooth and safe running of each session.
7. To ensure that the space is secure and all equipment is well maintained, clean and in safe condition and that major defects are reported immediately to Youth Work Programme Manager.
8. Ensure that Dost's equal opportunities and standards are integrated into all aspects of the service.
9. To have due regard for safeguarding and follow the Dost Safeguarding policy and promote the welfare of children/young people and report any areas of concern to the YWPM immediately.
10. To follow the Dost code of conduct and act as an appropriate role model at all times.

Dost is unable at present to pay expenses for sessions you volunteer at, although if you volunteer for a trip or outing, your travel, admission (if applicable) and food will be covered.

We will strive to reimburse you whenever possible.

We will also ensure that you are offered appropriate training in order to enhance your own personal development and to ensure that you are able to fulfill your role safely and to the highest standard.