

# VOLUNTEER ROLE DESCRIPTION

## YOUTH HELPER

Youth Helpers work flexibly as part of our volunteer youth teams and are advised to liaise directly with their Unit Manager/Unit Youth Lead to design the scope of their role and allocate their responsibilities within the unit. For instance, Youth Helpers may be involved in helping to facilitate and run games, activities and sessions within our Badger Setts and Cadet Units. This may include supporting our young people directly or participating in administration and support tasks to ensure the efficient running of the unit.

**Expected time commitment:** Flexible time commitment as agreed with Unit Manager/Unit Youth Lead  
**Function:** Youth and Volunteering  
**Line managed by:** Unit Manager/Unit Youth Lead

### WHAT YOU WOULD BE INVOLVED IN (DUTIES & RESPONSIBILITIES)

- Working as part of the youth team in your Unit to create a safe, inclusive, and open environment in which young people can learn life skills including First Aid on a weekly basis.
- Supporting the delivery of games, activities, and sessions during Unit evenings as part of our Youth programmes.
- Co-ordinating with colleagues in your team to ensure all young people are safe and supervised with at least one fully trained Youth Leader present at all times.
- Empowering young people, encouraging inclusion and participation of all those within the Unit.
- Supporting the Unit Manager as appropriate with young people specific tasks which may include administration, collecting resources, paperwork, etc.
- Delivering a quality programme and an exciting and fun experience to young people at St John Ambulance.

### WHO WE ARE LOOKING FOR (PERSON SPECIFICATION)

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|--|------------------|
| • A willingness to engage and support young people to learn life skills  | <i>Required</i>  |
| • An enthusiasm for St John Ambulance as an organisation and dedication to our vision, mission and values                                  | <i>Required</i>  |
| • A commitment to our Youth Voice principles ( <i>Support, Empower, Inspire</i> ) and supporting our young people to become future leaders | <i>Required</i>  |
| • Able to work effectively as part of a team   | <i>Required</i>  |
| • Able to communicate effectively with young people  | <i>Required</i>  |
| • Has some experience working with young people or in a youth organisation   | <i>Desirable</i> |

### WHAT YOU WILL GET FROM THIS ROLE

- A sense of reward and satisfaction from contributing positively to your community by supporting young people to learn new skills
- Training relevant for the role with the option to learn First Aid and develop into leadership roles
- New friends and colleagues as part of the St John family

### ROLE SPECIFIC EXPECTATIONS

- ***This role is exempt from the provisions of the Rehabilitations of Offenders Act.***
- Will complete appropriate training for role and keep knowledge of our youth programme up to date.

### SCREENING REQUIREMENT FOR ROLE (CATEGORY THREE)

This role requires the following pre-volunteering screening checks:

- Health Review (including driving if appropriate).
- Enhanced criminal record check (DBS) with Child Barring List.
- Professional Registration (PIN) check (only applicable for HCPs).
- Two written references.
- Identity checks.
- Volunteering discussion.

### TRAINING & SUPPORT PROVIDED

The training we will provide for you in your first few months is as follows:

- Welcome programme introducing you to the charity.
- Induction to unit, youth programmes, policy and role with support of Unit Manager or Unit Youth Lead.
- Introduction to Safeguarding Level 1

Further training will be provided if desired as follows:

- Additional training for youth roles
- Training for Adventure warrants
- First Aid training & Mental Health First Aid training

SJA will provide workwear (a uniform) appropriate to the role excluding footwear and you will wear a 'Youth Helper' role bar when undertaking this role.

### OUR VALUES

This role requires the volunteer to embrace the organisation's vision and values, which are:

***Our vision is for communities that save lives and serve each other through volunteering for health and first aid. To achieve this, our mission will be to build volunteering for health into every community, providing first and second response and resilience every day.***



This role description is intended as an outline indicator of general areas of activity and will be amended considering the changing needs of St John Ambulance. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework.

**Prepared by:** Youth & Volunteering

**Date of preparation:** October 2018