

Ref: VOL/22

Age Concern Liverpool and Sefton
The Frances Suite
1st Floor
151 Dale Street
Liverpool
L2 2JH

Tel: 0151 330 5678

Dear Applicant,

Thank you for your enquiry into volunteering with Age Concern Liverpool & Sefton.

I am delighted to enclose an application form and a list of volunteering opportunities within our charity.

Please have a read through the list of opportunities, then complete and return the enclosed application form to the following address:

Age Concern Liverpool & Sefton
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Liverpool
L2 2JH

On your application please state which role(s) you are interested in volunteering for in order of preference – **1** being very interested and **5** being least interested. If none of the opportunities listed suit your skills please leave these blank. You can also tell us what you are looking to do under 'other' as there may be many other ways you can support us in what we do. You can let us know if you would like to do more than one role here too.

When we receive your application we will pass it to the manager of the service you are interested in. **They will then contact you to arrange a suitable time to meet for an informal chat.** Depending on the nature of the role and the service, you may be asked to complete a Disclosure and Barring Service check at another time.

Many thanks once again for your interest in helping us to help older people in Merseyside.

Yours sincerely,

Pat Reid
Administration Manager

Benefits of Volunteering

- Learn new skills
- Develop existing skills & knowledge
- New experiences and challenges
- Meet new people
- Gain a new interest or hobby
- Opens up a range of new and exciting opportunities
- Looks good on CVs and University Applications
- Influence career choices
- Gain a sense of achievement
- A sense of pride; feeling valued and needed
- Be a part of your community
- Make a difference in someone's life
- Personal development: builds confidence and self esteem
- Improves physical and mental wellbeing
- It's fun!

Return to:
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151 Dale Street
Liverpool, L2 2JH

PLEASE COMPLETE THIS FORM USING BLACK INK

GIVEN NAME:	SURNAME:	PREFERRED NAME: (if different)	TITLE: (MR/MRS/MISS/MS)
ADDRESS:		TELEPHONE NUMBER:	
POSTCODE:		EMAIL:	
DATE OF BIRTH:		PREFERRED AREA OR LOCATION:	
<p>Please specify what type of volunteering you are interested in: (Please number ONLY the activities that interest you in order of priority from 1- 5 (1 being of most interest and 5 being of least interest – see attached roles sheet)</p> <ul style="list-style-type: none"> - Befriender (Liverpool or Sefton areas) - Befriender for people with a mental health diagnosis (Liverpool, Sefton or Kirkby) - Activity Volunteer - Cycling Group leader - Walking Group leader - Fundraising Volunteer <p>Other (please give details):</p> <p style="text-align: center;">*Training may be required to undertake any of the above roles</p>			
Please give brief details of current, and any previous relevant voluntary or paid work experience:			
What are your main interests and hobbies?			
<p>Have you been convicted of a criminal offence that is not spent under the Rehabilitation of Offenders Act (Yes / No): (Please Select)</p> <p><i>A criminal offence disclosure does not automatically exclude you from volunteering with Age Concern Liverpool & Sefton. The type of conviction and the role applied for will be taken into consideration.</i></p> <p>Please note that some roles will require the organisation to undertake a Disclosure and Barring Service Check. However, you will be informed of this at your first meeting and prior to any checks being made.</p>			

How did you hear of the work of Age Concern Liverpool & Sefton?

Liverpool Echo advert / editorial Local radio Website

Word of Mouth Current Volunteer One of our Centres

Event (please specify) _____

Other (please specify) _____

What skills can you contribute in helping those who use our services?

What is your reason for volunteering for Age Concern Liverpool & Sefton?

Is there anything else you would like to add to this application?

REFERENCES:

Please give details of **THREE** people we can contact for a reference. While we only require 2, we ask for a third as a backup in case of difficulty acquiring either of your preferred references. **Your referees should NOT be a member of your family or a partner** and should have **known you for AT LEAST 1 YEAR**. We cannot accept references by phone or any supplied with the application. These will be treated in the strictest confidence, the contents of which will remain confidential.

Be sure your nominated referees are able and happy to provide a reference for you. Doctor's surgeries and some companies may not be able to do so. Please consider this before you nominate as it could delay the validation of your application. Please give full address and postcode details as applications with incomplete referee details cannot be processed.

1. NAME:	2. NAME:	Backup Reference NAME:
ADDRESS :	ADDRESS :	ADDRESS :
POSTCODE:	POSTCODE:	POSTCODE:
EMAIL:	EMAIL:	EMAIL:

DECLARATION:

I certify that, to the best of my knowledge and belief the information given in this application is correct.

Signed _____ **Date** _____

Information about our Volunteer Programme

Thank you for expressing an interest in volunteering for Age Concern Liverpool & Sefton. The information below outlines the type of roles that our volunteers perform and the sort of commitment we need from you to support the work that we do with Liverpool & Sefton's older people.

Introduction

We pride ourselves on the dedication and commitment of all our volunteers - without them, we could not provide a wide range of quality services for older people in the city.

Volunteering within Age Concern Liverpool & Sefton underpins the ethos of our charity, which is 'to improve the quality of life of older people who live in the area.'

Volunteers operate at all levels of the charity, enhancing it with their wealth of experience, commitment and 'can do' attitude.

People have different reasons for offering their time. We aim to engage volunteers in roles that are of interest to them, support them with appropriate training and guidance and ensure that volunteers are reimbursed for all out of pocket expenses.

Volunteers Roles

Befriending Volunteers (Liverpool & Sefton)

If you are a good listener, enjoy meeting and talking to new people and have an hour or two to spare a week then this role is for you. Our Befriending service assists anyone over 50 in Liverpool and Sefton who has become isolated or lonely, offering support with tasks they are finding difficult. Volunteers meet clients at their home and can undertake a variety of activities such as; taking a walk, accompanying to an activity or just simply meeting for a chat. We carefully match volunteers and clients based on mutual interests, hobbies and your preferences to ensure a lasting friendship. All volunteers are DBS checked.

Age Concern Liverpool and Sefton offer training and support throughout your time with us. This is a great opportunity to meet new friends, build confidence and enhance your CV whilst making an important contribution to your local community.

Mental Health Befriending Volunteers (Liverpool, Sefton and Kirkby)

We are currently welcoming Mental Health Befriending Volunteers to our service. If you are a good listener, enjoy meeting and talking to new people and have an hour or two to spare a week then this role is for you. The service assists anyone over 50 with a mental health diagnosis, who has become isolated or lonely. We offer companionship and support with tasks they are finding difficult, meeting clients at their home across Liverpool, Sefton and Kirkby to undertake a variety of activities such as; going shopping, taking a walk or just simply meeting for a chat. We carefully match volunteers and clients based on mutual interests, hobbies and your preferences to ensure a lasting friendship.

Age Concern Liverpool and Sefton offer training and support throughout your time with us. This is a great opportunity to meet new friends, build confidence and enhance your CV whilst making an important contribution to your local community.

Walk Leaders

Join our Active Strollers and become a qualified Walk Leader, encouraging people to become more active and healthy.

Explore Sefton's hidden treasures and see the sights, whilst at the same time making new friends and helping others to do the same.

You would be required to plan routes, undertake risk assessments and lead walks. Attendance at quarterly meetings is required along with ensuring all relevant paperwork is submitted to the office in accordance with procedures.

If you enjoy walking and are looking for a volunteering opportunity, this may be what you're looking for. You will be supported by a great team of our current Active Strollers leaders and have fun along the way.

For this role, you will need to:

- Enjoy walking
- Have good organisational skills
- Have good communication skills
- Ensure all paperwork is completed accordingly
- Be reliable and punctual
- Have a friendly personality

We are currently looking into setting up a walking group in Liverpool and we urgently need walk leaders to run this group.

Cycling Leaders

You don't need to have taken part in the Tour de France or even watched it on TV; but if you enjoy cycling why not consider joining our Chain Gang. We require volunteer cyclists who are willing to share their knowledge and experience with others.

If you are able to help and encourage cyclists of all abilities, whether they are new to cycling, returning after a break or simply a long time enthusiast, we would love to have you on our team.

You will be volunteering alongside a dedicated cycling team enabling people with a mix of abilities to enjoy the health and wellbeing benefits cycling can bring.

For this role, you will need to:

- Be able to ride a bike

- Know cycling awareness and maintenance
- Have good organisational and communication skills
- Be reliable and punctual
- Have a friendly personality

We are currently looking into setting up a cycling group in Liverpool and we urgently need cycling leaders to run this group.

Activities Volunteers

If you enjoy meeting people in a group setting, then this may be for you! We require volunteers at our various activity classes to help clients during the sessions or to accompany them on trips out.

We currently operate a number of classes in the Liverpool area from; art and design to tai chi, mindfulness, knitting groups, games afternoons and trips out locally. Volunteers are needed to assist with; the setup of the room ready for the class, meeting and greeting members, completing the attendance register. Assistance is also required with setting up and serving refreshments, along with washing dishes and returning the venue to its original condition after use.

You can even take part in the class if you want to give it a try!

For this role, you will need to be:

- Punctual & Reliable
- A good team player
- Have good communication and organisational skills
- Have a friendly personality

Fundraising Volunteers

If you enjoy meeting people and organising events, socials (well, just getting stuck in and making things happen really) - we'd love to hear from you! We need fundraisers to help us raise money to retain vital services for older adults in Liverpool and Sefton. Being a fundraising volunteer you will help us organise and run local fundraising events, speak to potential sponsors and supporters and share our enthusiasm for raising money for the good of others!

**For more information on any of our volunteering opportunities, please contact us;
Telephone: 0151 330 5678
Email: mail@ageconcernliverpoolandsefton.org.uk**