

Volunteer Role Description

About Us:

The Orpheus Centre is a specialist further education college and charity working to support young disabled adults, who are passionate about the arts, to achieve their potential and lead independent lives.

Set up by musician and songwriter Sir Richard Stilgoe, Orpheus offers learning, supported housing and personal care on the same site in Godstone, Surrey.

Volunteer Role:

Kitchen/Canteen Assistant

Monday to Friday 10am to 2pm (or flexible)

One or more days

Ad hoc

To be a general help within the canteen, and to be able to be flexible with regards to tasks undertaken.

Why volunteer:

Through volunteering with us you will gain a greater sense of purpose and help our learners to reach their potential through their chosen subject. You will support, encourage & motivate learners in their timetabled lessons to achieve desired learning outcomes as well as assisting tutors with ad-hoc tasks to support the delivery of lessons.

If you are someone who is reliable, an excellent communicator, have a friendly and enthusiastic personality and committed to helping, as well as being kind and caring, then this could be the role for you.

You will have a mentor who will help and guide you when you first start volunteering at Orpheus.

Training:

Role relevant training, including Equality, Diversity and Inclusion and Safeguarding will be given prior to start date. There is also the opportunity to attend our Learning Support training.

On-going support will be available throughout your time at Orpheus.

Benefits/What you'll get:

- Experience of volunteering in an education setting.
- Working within a team as well as independently.
- The opportunity to meet new people and having fun.
- Develop confidence, empathy, listening and communication skills through working with our students.
- Gain experience in the charity sector.
- Opportunities to volunteer at other fundraising or on site events at Orpheus.
- Free on-site parking and expenses claimed back.
- Discounted lunches.
- Volunteer social events, like our Volunteer tea party.

Safeguarding:

Orpheus is committed to safeguarding and promotes the welfare of all service users. We are committed to the promotion of equal opportunities.

This post is classed as having a high degree of contact with vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. It is therefore subject to an Enhanced disclosure through the Disclosure Barring Service (DBS).

Equality & Diversity:

- To enforce the zero tolerance policy of all forms of victimisation, discrimination and harassment in the workplace.
- To be tolerant of differences and use respectful language.
- Ensure professional standards and boundaries are clear.
- To treat everyone respectfully.

Application Process:

Please apply via our website: www.orpheus.org.uk/volunteering

Once your application has been received it will be reviewed, you may then be invited in for an informal interview.

Your references will be checked and you will need to complete the online DBS application before bringing the relevant documents in to be checked.



You will then need to attend all of our training. This can all take 3-4 weeks to be completed before you start volunteering with us.

We look forward to hearing from you.