

## Here to help you and your community

Helping you to get the most out of your volunteering:

- Finding you the perfect role
- Filling in application forms online or off-line
- Developing unique roles to match your skills and interests
- Accompanying you to initial interviews and meetings
- Supporting you through the induction process

### VOLUNTEERING

Linking you with community activities to support your health & wellbeing:

- One to one support to help set goals for health and wellbeing
- Advice on availability of services in the community
- Support and advice on accessing local groups and activities

### SOCIAL PRESCRIBING

If you would like your group's volunteer roles promoted in this booklet and through our local volunteer centres, contact your local Area Officer.

We can also help groups with:

- Funding sources
- Volunteer management & DBS checks
- Governance, policies, and procedures

### GROUP SUPPORT

We have area offices in Boston, East Lindsey, South Holland and South Kesteven.

Talk to your local Lincolnshire CVS Area Officer today:

**Thelma Wadsley**  
**Area Officer**  
**Boston Borough**  
**M: 07399 767501**

[thelmawadsley@lincolnshirecvs.org.uk](mailto:thelmawadsley@lincolnshirecvs.org.uk)

# VOLUNTEERING OPPORTUNITIES



get involved - learn new skills - support your local community



## IN BOSTON BOROUGH

THIS BOOKLET ONLY SHOWS A SMALL SELECTION



### Lincolnshire Community and Voluntary Service

Registered Charity No. 1069356 Company Limited by Guarantee registered in England and Wales No. 3503128. Registered Office: C/O Boston Borough Council, Municipal Buildings, West Street, Lincolnshire, PE21 8QR

[www.lincolnshirecvs.org.uk](http://www.lincolnshirecvs.org.uk)



**Volunteer Centre**

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## Build your CV

### United Lincolnshire NHS Trust – Pilgrim Hospital

#### Admin Support Volunteer

- Greet visitors to the department/clinic in a polite and friendly manner
- Responding to enquiries in a polite manner and ensuring an appropriate response is initiated.
- Supporting staff in dealing with urgent referrals from professionals
- Reception Duties such as answering the telephone
- Making drinks for visitors and meetings
- Photocopying, filing, printing, and shredding
- Delivering and collecting documents around the site, as well as collation of patient packs/information
- Ad-hoc administration duties
- To know when and who to escalate issues to
- Supporting staff coordination centres and rostering
- Triaging communications from staff and disseminating information to staff
- Helping to collate information for daily SitRep reporting
- Undertaking other miscellaneous tasks as required to support admin function



#### Meet and Greet Volunteer

- Greet and welcome patients and visitors and identify destination
- Using hospital wheelchair to escort patients/visitor to appointments/wards subject to provision of appropriate training and physicality of volunteer.
- Advise members of public on visiting policy and answer queries. Confirm compliant with visitor policy or turn away
- Ensuring IPC guidance for public is being followed such as using hand gel.
- Ensuring hand gel stations stocked
- Providing clear and accurate directional information and escorting if necessary while adhering to social distancing
- Signposting patients and visitors to wards or appointments
- Distributing patient leaflets
- Ensure public facing signage is updated and maintained in line with trust policy

#### Emergency Department Volunteer

- Answer general queries and direct them to an appropriate member of staff if more detailed information is required
- Act as navigator to patients/visitors, orientating them round the department
- Explain to patients about the Health Care cost recovery scheme and more!

### COULD YOU BE A MICRO-VOLUNTEER?

You can support charities in many ways without a long-term commitment:

- Planting, weeding or pruning in a community garden.
- Posting on social media.
- Helping at a one-off event such as the beach cleans or marshalling at events
- Taking part in fundraising activities such as bake sales, knitting.

Contact us today to find out who needs just a little of your time.

### Healthwatch Lincolnshire Enter and View Authorised Representative

You will gather people's experiences whilst they are receiving Health or Social Care services, by entering hospitals and care homes. Full training will be given.

### VOLUNTEERING CAN BOOST YOUR EMPLOYABILITY

- Great for your CV
- Support Job applications
- Support a university application
- Access Training
- Gain Qualifications

### DISCOVER THE BENEFITS OF BEING A TRUSTEE

Trusteeship is a unique form of volunteering and a fantastic way to engage in the charity sector with many professional rewards.

- Contributing to a great cause
- Gaining strategic experience
- Creating professional networks
- Developing skills and experience

Contact us for current vacancies.

### St. Botolph's Parish Church (The Stump)

#### Domestic Assistant

This role will involve you working with the hospitality manager to ensure that all areas, including the Church and Blenkin Hall are kept clean. This will include public areas and offices. Work may be carried out when the buildings are open to the public, so a welcoming, helpful attitude is essential.

#### Food Bank Volunteer

Meet and greet, serve tea and coffee to people who need our services as well as providing food parcels. Support individuals with any needs that they may have by listening and sign posting to appropriate agencies. We receive referrals from Citizens Advice, Boston Baptist Church, Community Rehab (Probation), Job Centre, Community Mental Health Team, Children's Services and Lincolnshire Housing Partnership.

## Gain New Skills

### Age UK Lincoln & South Lincolnshire Charity Shop Assistance

This role helps Age UK LSL to fundraise through the charity shop, enabling them to help older people in Lincolnshire. The role is very varied and involves processing sales, preparing, and merchandising stock and maintaining a clean, fun, and pleasant environment.

### Telephone Befriender

To help Age UK Lincoln & South Lincolnshire maintain a social support service to older people living alone by making regular contact with them. The aim of our friendship service is to reduce the feeling of isolation and loneliness. Providing monthly records for safeguarding and monitoring purposes. Telephone call are at the same time each week at a mutually agreed time for a chat of about 20-30mins per week.

### Digital Champion

This exciting role supports older people to use technology to keep them connected to friends and family, access services online and take part in online activities. To help Age UK Lincoln & South Lincolnshire educate and support older people wishing to learn about social media and technology and to be able to embrace the digital age. You will be providing that friendly human support to answer their queries and encourage them with new skills, and more!

## Get Involved

### Lincolnshire Wildlife Trust Visitor Engagement / Meet & Greet

- Working in the visitor center, welcoming people, providing them with information to get the best from a visit and taking payments for retail goods.
- Helping Lincolnshire Wildlife Trust to run events and family activities.
- Spending time out on the reserve, chatting to visitors about the site, pointing out wildlife and helping them to use the reserve responsibly.
- Keeping an eye on the wildlife, maintaining an up-to-date tally of sightings, and checking the hides.
- Reporting damage or disturbance.

### Wildlife Watch Leader

- Helping to plan and deliver an exciting and inspiring programme of Wildlife Watch meetings for children in your area
- Promoting the activities of the group and encouraging new families to join
- Running safe and enjoyable meetings, ensuring child welfare and safety policies are put into practice
- Promoting Watch membership and liaising regularly with the cluster group leader

## Make a difference

### Lincolnshire Community Health Services Urgent Treatment Centre Volunteer

Urgent Treatment Centres (UTC) treat a range of conditions which are not critical or life threatening. Volunteers provide vital support for patients in the waiting area by making their visit more comfortable and providing information where needed. This is a busy role for people who like being active and enjoy working with people.

### Community Respiratory Team Volunteer - Boston

This role involves:

- Welcoming and guiding patients and family members
- Supporting with infection prevention e.g., wiping down chairs, taking temperatures
- Preparing and setting up lightweight equipment
- Supporting patients to follow and record their exercise programme
- Engaging with patients and carers to motivate and reassure them.

## VOLUNTEERING IS GOOD FOR YOU!

- Build self confidence
- Reduce social isolation and meet new people
- Reduce stress levels
- Give yourself a sense of purpose
- Become happier

## Hospices

### St Barnabas Hospice Wellbeing Hub Assistant

St Barnabas Hospice are looking for new volunteers for Novak House, our Wellbeing Hub in Boston. Our volunteers welcome patients and carers into the hub and make them feel at ease with us. You will offer a listening ear during visits and signpost people to where they can find more information about our hospice services. Our volunteers provide refreshments to people attending the hub and help maintain a clean and tidy kitchen area.

### Butterfly Hospice Trust Volunteer Retail Assistant

- You will be required to work as part of a team
- You will provide great customer service
- You will be able to speak to customers, staff, and other volunteers
- You will be aware of the importance customer service
- Good customer service skills, a professional manner and a smart, clean appearance are essential
- You will be aware of the principles and values of the Butterfly Hospice

## Meet New People



### **Benington Community Heritage Trust (The Beonna)**

#### **Communications Volunteer**

- Writing and developing content for their Volunteer and Public newsletters
- Designing their newsletters using Mailchimp
- Managing the production of either their Volunteer and/or Public Newsletter

#### **Community Committee Volunteer**

- Helping to shape, plan and design our community events programme
- Developing new and exciting ways in which to engage with our local communities
- Working with other committee members to ensure that our fundraising through local sources is kept on-track

#### **Community Activities Volunteer**

- Unlocking and locking the site for evening and daytime community events
- Helping to setup and takedown furniture for community events
- Being on-hand to help organisers/hirers with issues

#### **Café/Bar Volunteer**

- Serving drinks and food from our on-site café and / or bar
- Preparing simple but fresh food
- Keeping our kitchen and servery areas clean and usable
- Helping with stock-taking and date-checking

## Give back to your local community

### **Building Resilience in Communities (BRIC)**

#### **Family Support Mentor – Boston**

- Offering support by telephone, face to face, at activities in the community or a mix of all three.
- Committing to a minimum of 2 hours per week support according to the family's needs
- Reassuring families that difficulties in bringing up children are not unusual
- Emphasising the positive aspects of family life
- Developing a relationship with the family in which time can be shared and an understanding developed, providing a regular, reliable presence in that family
- Drawing on their own experience, skills, and knowledge to encourage parents' strengths and emotional well-being for the ultimate benefit of their own children
- Encouraging families to widen their network of relationships and to effectively use the support and services available in the community

#### **Kid's Mentor & Outdoor Volunteer - Boston**

If you like being outdoors and the thought of supporting children and their families to enjoy outdoor activities, we would love to hear from you. Volunteers help run weekly sessions for children and their families, welcoming people, delivering activities, and offering support and an extra pair of hands to those who need it. The spaces also rely on volunteers providing some hours to help maintain the gardens, with weeding, planting etc. throughout the year.

#### **Trustee – Boston**

Our trustees should have experience in either business, marketing, finance, law, information technology, fundraising, human resources, marketing, public relations, health, or social care. Our trustees need to have good independent judgement, the ability to think creatively and to work as part of the team. Using your skills and experience you will contribute to decisions made by the Board of Trustees about the strategic and day-to-day management of the charity, ensuring that these are made in the interest of the families we support. You will be required to attend bi-monthly meetings, subcommittee and other meetings when required, to play an active role in trustees' meetings and deliberations and act as a representative for Building Resilience in Communities (BRIC).