



South Port Day Links Inc.

South Port Day Links is a community-based not-for-profit organisation that is managed by an elected Committee of Management. Working through volunteers and students, we provide a number of services aimed at keeping people in touch with the community and enhancing their quality of life. By utilising the skills of volunteers we link people to information, to other people, to local services, activities, programs and their community.

Position Title: Volunteer WalkMate

Position Objective:

To provide skilled supported walking and conversational opportunities for people who are frail aged or have a disability, and those that care for them

Key Responsibilities and Duties:

- To volunteer a period of time on a regular basis to encourage the client in walking and exercise
- To build a friendship with the client and to encourage social interaction
- To monitor the wellbeing of the client and liaise with the Coordinator if there are any concerns or issues that arise
- To adhere to all relevant SPDL policies and procedures
- To participate in SPDL orientation, training and team activities
- To notify the Coordinator of any matter that limits you in undertaking these duties

Organisational Relationships:

Reports to:	Coordinator, SPDL Inc
Supervises:	Nil
Internal Liaisons:	Service User Other volunteers
External Liaisons:	Nil

Accountability and Extent of Responsibility/Judgement and Decision Making:

The WalkMate volunteer:

- Is accountable to the SPDL Coordinator for the conduct and completion of tasks
- Is responsible to work in a manner that complies with relevant legislation (eg. Privacy/Antidiscrimination/OH&S) and relevant SPDL's policies and procedures
- Is responsible to execute his/her duties and behave in a manner that promotes and maintains the excellent reputation and image of SPDL

Specialist Skills and Knowledge:

The WalkMate Volunteer will

- Possess or develop understanding of the needs of people who are frail aged, have a disability or have mobility issues, and those that care for them
- Have the capacity to walk at the pace of the client and make them feel at ease and confident with the route and routine of exercise

Management Skills:

The WalkMate Volunteer will have the

- Ability to establish priorities and use time efficiently
- Ability to set and maintain boundaries

Interpersonal Skills:

The WalkMate Volunteer will

- Possess good listening and communication skills
- Possess a caring attitude that demonstrates respect and patience in dealing with others
- Trustworthy team member with a strong sense of responsibility and reliability
- Commitment to the rights of others to have their personal information treated as strictly confidential

Qualifications and Experience:

The WalkMate Volunteer will have:

- Experience in and understanding of the special needs of older people and those with a disability including those from CALD communities
- Experience in and enthusiasm for encouraging others to exercise

Conditions Of Volunteering:

- SPDL adheres to the Model Code of Practice recommended in the *National Standards for Involving Volunteers in Not-For-Profit Organisations* by Volunteering Australia.
- The position as a WalkMate is a voluntary one
- An allowance of \$5 per visit may be made
- WalkMates should expect regular support and contact from the coordinator

Key Selection Criteria:

The WalkMate Volunteer will have a:

- Demonstrated interest in gardening
- Demonstrated interest in older people and people with a disability
- Capacity to provide support and friendship to clients on a professional and ongoing basis
- Willingness to take instructions
- Willingness to undertake ongoing training
- Willingness to undertake a criminal records check
- Willingness to sign a volunteer work agreement and an agreement with SPDL and the client

Contact:

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