



Outlookers is a member led organisation that runs support services throughout Kirklees for people with visual impairments. Our aim is to enhance the lives of visually impaired people through promoting the benefits of peer support and the use of technology to aid independence

Volunteer Role Description

Group Facilitator

In this interactive and welcoming role, working with a really friendly team, you will enjoy being the first point of contact to meet and greet our visitors, assisting with signing people in, seating people, getting drinks and completing admin duties for our reporting obligations.

Essential:

- Pleasant and approachable with a helpful manner (supportive and encouraging)
- Excellent communication and listening skills
- Compassion and empathy to our service users
- Ability to think independently and know when to ask for help
- Be mindful of the working environment, highlight and remove trip hazards and dangers that those with sight loss cannot assess
- Confident to work under own initiative in setting up and maintaining enough supplies of refreshments and consumables regularly used being mindful of service user needs
- Carry out general admin tasks such as data capture and case studies of service users and replenishment of appropriate literature
- Donating your time to help your local community for a good cause
- You will have the physical ability to guide someone with a visual impairment

Desirable:

- Knowledge of who we are and the project aim, what we have to offer and how we can help
- An understanding of the objectives and the aim of the group
- Knowledge of the local area (helpful when guiding people from the bus station)
- Sighted guide trained (training can be given)
- Knowledge of current smart devices and apps

What you will learn:

- Knowledge of who to direct people to for the correct tech advice
- A greater understanding of sight loss and how it changes people's lives
- An overview of assistive tech, magnification equipment and guide dogs

What you will gain:

- Increased confidence in working with people, meeting new people, making friends and enjoying yourself
- Becoming part of a friendly and dedicated team
- Skills and experience for your career/CV
- The feel good experience of helping others for a charity organisation
- Be offered training opportunities to develop in your role

Additional Information:

- An induction to the organisation and role will be provided
- You will need to provide two referees before you can start this role
- Travel expenses (TBC) will be reimbursed and other out of pocket expenses incurred, such as replenishment of stock/refreshments
- A DBS check maybe required when working with vulnerable people
- You will be volunteering alongside staff and volunteers with Visual Impairments
- Guide dogs may be present
- Sighted Guide Training (from the Guide Dogs Association) is offered to you following a two month probationary period. This will enable you to confidently guide a person with a visual impairment, should they request it.

Outlookers have a flexible approach to volunteering and have a variety of roles available to suit ALL individuals who want to get involved. If you have other skills that the organisation can utilise (i.e IT/Tech Support, administration, gardening, database management, finance, event planning), please tell us about this in your application.

Outlookers is committed to being an equal opportunities organisation. Our aim is to ensure that everyone connected to the organisation; staff, volunteers and service users are given an equal opportunity and that our organisation is representative of all sections of society.

To discuss this role further, please contact Paul 07462 577870

For all other roles and opportunities, please contact Laura, Volunteer Coordinator 07708 054245

We look forward to hearing from you



Team Outlookers