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**Sports Project Volunteer**

**Task Description**

**Sports Project:**

The Sports Project provides sports and physical activities for people with learning disabilities to improve their health and wellbeing. Sport helps to increase confidence and life skills, broaden social networks and create opportunities in the wider community. Our goal is for individuals to develop leadership skills and for groups to become self-sustaining.

We currently run a cricket session in partnership with Middlesex CCC and we coach and manage Elfrida FC, who are in the North London special football league.

**Purpose of the volunteer role:**

To be part of our Elfrida Sports team by supporting individuals, coaches and other Elfrida staff to deliver our sport sessions and ensure that they are accessible, fun and safe.

**Areas of responsibility:**

* To assist the coach or group leader to run small groups, help set up an activity or keep an activity going whilst the coachworks with an individual.
* To support service users in getting the most out of their activities. Individuals may need different approaches for example, helping someone to remain focused, providing encouragement or demonstrating how to do something.
* To support a single group member who may need more help than some of the others, as instructed by the coach.
* To support service users by taking part in an activity alongside them. For example, by either partnering up with someone or by being part of a group.
* To support service users to travel to and from activities. New members might need to meet you at a bus stop/tube station and walk to the activity whilst they learn the route.
* To support with administrative tasks such as keeping a register or helping a new service user to complete a referral form.
* To help keep service users and staff safe by alerting the group leader and Elfrida Sports Project Manager or Assistant Manager to any health and safety issues which may affect service users or staff.
* To understand and act upon any safeguarding issues that arise during a session
* To help us to promote activities and raise awareness about the benefits of participating in sport activates.

**Equal Opportunities:**

All Elfrida staff and volunteers are expected to apply the Elfrida Equal Opportunities policy in their day to day work by developing practical strategies for encouraging all users of our services to feel welcomed, and that cultural and ethnic differences are valued. All staff and volunteers are expected to respect and value others.

**Accountability:**

* To support service users and staff as agreed with the Sports Project Manager.
* To agree to and follow any regulations and policies set down by The Elfrida Society.
* To agree a time commitment and keep to it.
* To be punctual and inform us if you are unable to attend.
* To respect service users right to privacy and to keep information about the people who use our services confidential.
* To represent The Elfrida Society and maintain a professional approach at all times.

**Person specification:**

1. An interest in sport and physical activity.
2. Be reasonably fit and healthy.
3. Experience of or an interest in working with people with learning disabilities.
4. Ability to relate to people with learning disabilities respectfully.
5. Ability to remain calm in stressful situations.
6. Be sensitive to individual needs.
7. Patience.
8. Good communication skills including ability to listen.
9. Be punctual and reliable.
10. Commitment to Elfrida’s Equal Opportunities statement.

**Terms and Conditions:**

Hours: At least a commitment of 3-6 months of volunteering with the Elfrida Society and to volunteer a minimum of 2 hours a week (Monday-Sunday 9.30am-5.30pm).

All volunteer appointments are subject to the receipt of two satisfactory references and a Disclosure and Barring Service check.

All volunteers will receive an induction and regular supervisory support from the Sports Project Manager.

All volunteers may claim travel and activity costs expenses incurred while volunteering.