

# Activities Volunteer – Jubilee Club

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**Hertsmere Mencap** is a small and active charity, supporting a membership of 250 children and adults with a learning disability along with their families and carers. Our mission is for people with a learning disability to be valued equally, listened to and included. We run a daily activities programme, a weekly evening social club, a children's holiday playscheme and a drop-in for members and families where people can socialise, have a drink and can get support and advice. We employ three part-time staff, assisted by sessional workers and we have a strong team of dedicated volunteers.

**We are looking for a volunteer** to help the Activity Leader with the smooth running of our evening social club, **Jubilee Club**. The Jubilee Club runs every Tuesday night from 7pm to 9pm, in WD6.

Relevant training will be provided, Applicants will be required to have a DBS check to work with vulnerable adults– paid for by Mencap.

## Key Tasks to perform:

- Assist the session Activity Leader with setting up tables prior to members arriving and clearing away once the session has finished
- Encourage the members to participate fully in the activity and show enthusiasm for the topic / theme of the session
- Making teas and coffees for the members at break time and ensuring the venue's kitchen remains clean
- You may be required to perform other duties as directed by the Charity or your supervisor from time to time to meet the needs of the organisation

## Experience and Personal Attributes:

- Experience of or an interest in working among people with a learning disability
- The ability to create a constructive relationship with people with a learning disability and to motivate them
- A willingness to accept change and to be innovative in working with people with a learning disability
- A good organiser and communicator who is not phased by the specific needs of those with learning disabilities
- Someone who is friendly, empathetic and approachable and has a welcoming and inclusive approach



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

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