**Dementia NI Volunteer Role Description**

**Role title:** Volunteer Driver

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At Dementia NI we know that volunteers are vital to the smooth running of our organisation; they are essential to help support and enable our group members to live their lives to their full potential. Dementia NI empowers people living with dementia to have their say on what is important to them. It is important to establish if this role will be suitable for you as a volunteer.

**What is our Empowerment groups?**

Dementia NI is an independent membership organisation which has been set up by people living with dementia. The Empowerment groups have been set up to ensure that people with a diagnosis of dementia are having their voices heard. Our group members challenge the stigma of dementia, raise awareness of dementia, promote the rights of people living with dementia and also support people living with dementia to lobby and raise awareness in their own right.

At our group meetings we invite external organisations and care providers along to give them a unique opportunity to seek the views and lived experiences of people with dementia. The empowerment groups and members aim to raise awareness about dementia and challenge the stigma that many people face daily. We promote more opportunities for learning for people living with dementia including developing new skills, such as learning to use tablet computers and also utilizing existing skills and knowledge that they may have.

Our Empowerment groups are being developed in each health trust area across Northern Ireland. Groups vary in frequency, depending on the area, but generally will run weekly or fortnightly, lasting 2-3 hours in duration. The groups generally take place on weekdays between 10am and 5pm. Our group members on occasion will also attend events on behalf of Dementia NI, all of which they may require transport to and from.

**What will the Volunteer Role be within the organisation?**

As a Dementia NI volunteer driver, you will collect group members from their homes and transport them to the destination they require, accompanying them from door to door and in and out of the vehicle where necessary:

* Empower and enable people living with dementia to live their lives to their full potential by transporting our group members to and from empowerment groups and events.
* Supporting the group members by talking and listening to them on their journey being patient, caring and ensuring that they feel safe at all times.
* You will adhere to Dementia NI’s policy on health and safety.
* Understand the complex needs of people living with a diagnosis of dementia, referring more complex needs to the staff members.
* You will develop an understanding of Dementia NI and the work we do, so that when enquires or questions are asked you can handle these with ease.
* Represent Dementia NI in a positive way.
* Adhere Dementia NI’s ethos, by allowing people living with dementia to have their voice heard, not speaking on their behalf unless requested to do so by them.

**Is this role suitable for you?**

As a volunteer driver we ask that you meet the following criteria:

* Be over the age of 25.
* Currently hold a full UK driving licence for at least 2 years, you must be a confident driver.
* Your driving licence must be clean and free from any endorsements (A copy will be required for your file).
* Have your own vehicle or access to another vehicle in which you have comprehensive insurance cover (Every year we will ask for a copy of your vehicle insurance for your file).
* The vehicle in question must be road worthy and safe to transport group members in (We will ask for an annual copy of this certificate for your file)
* You must have; a keen interest in enabling and empowering people living with dementia to continue to live their lives to their full potential.
* An interest in volunteering to help support people living with dementia.
* You must have a knowledge of dementia and about how dementia affects the person living with a diagnosis.
* Good communication and listening skills.
* Good Punctuality and reliability.
* Recognise the important, understand and adhere strictly to data protection and confidentiality policies and procedures.
* Ability to be calm, patient and caring.
* A commitment to attend relevant training and learning programmes.
* A commitment to teamwork with group members and staff from a wide diversity of backgrounds.
* You will learn about and follow Dementia NI’s health and safety standards at all times.
* An understanding of Dementia NI’s key policies and commitment to adhere strictly to them, in particular health & safety, data protection and confidentiality policies.

**As a volunteer driver you must tell us about any illness or disability you have which may affect your ability to drive. However, a disability will not automatically stop you from becoming a volunteer driver.**

**You will be required to notify your insurance company of your new volunteer driver role with Dementia NI using a letter we will give you if you are suitable for this role. This will not impact your insurance premium in any way.**

**How much time will you need to give?**

Here at Dementia NI, we ask that you can dedicate 12-15 hours of your time on a monthly basis for transporting group members to empowerment groups and events. We ask for a minimum commitment of 12 months to allow for all relevant checks and training involved with the role, as well as building a relationship with the group members and staff team. There are opportunities for other roles if you wish to dedicate more of your time to us alongside volunteer driver.

**How will Dementia NI support you?**

* You will be reimbursed for any out of pocket expenses incurred in accordance with the Dementia NI volunteering policy.
* You will receive a relevant induction to your role and ongoing training will be provided.
* You will benefit from regular support from your role manager, in the form of quarterly supervision. And on occasion group support from other volunteers.

**Access NI Checks –** Dementia NI will be required to carry out a standard enhanced level ACCESS NI disclosure for this role. Dementia NI will cover all costs incurred for doing so.

**Criminal Convictions Declaration -** Dementia NI ask that you complete the attached Criminal Convictions declaration form and return it in the post with your application.

**We really hope that you will enjoy your time volunteering with Dementia NI, we hope that you find it rewarding and fulfilling.**

**Dementia NI is committed to equal opportunities and we truly value our volunteer’s, we also welcome feedback on your experience as a volunteer with us at any time.**