

Learning Support Volunteer Role

Role Description

The primary role of the Learning Support Volunteer is to support different groups who come to Education Futures Trust for educational and health and well-being benefits.

We are looking for volunteers who enjoy working with children, young people and adults. We work with local commissioners and schools to deliver regular learning opportunities. When working with children, we aim to develop the values of resilience, respect, kindness, and to care for the environment, themselves and others. Our adult learning and skills learning program is a big part of the charity's activities to help individuals to improve their health and well-being and develop closer links to our communities.

Hours

We have flexible opportunities during our operating hours of Monday – Thursday 08:30–17:30 and Friday 08:30-16:30. We would not expect you to volunteer for the full day. our sessions normally run between 9.30 – 11.30 am and 12.30 – 2.30pm.

Main Tasks

We are looking for volunteers to support the delivery of our lively and vibrant learning programme to adults and/or children. From supporting students with their reading within a local school, to working with adults to help increase their employability. There is lots to get involved with!

Tasks would include:

- Supporting members of the Education Futures Trust team to help deliver high quality learning.
- Supporting learners, either in small groups or 1-2-1.
- Supporting learners with other barriers to learning.
- Reading and familiarising yourself with session plans, ensuring that you understand the session and allow time for any questions or clarifications.
- Helping and supporting in the setup and tidying down of sessions and equipment.
- Supporting children, young people and adults to keep them safe and happy whilst at Education Futures Trust.
- Interacting with Education Futures Trust staff in a professional manner to help meet the needs of their participants. Working with small groups to help undertake activities safely.
- Helping to create a positive and professional rapport with Education Futures Trust staff.
- Working with the activity leader to reflect and feedback on individual sessions.
- Speaking with the activity leader about groups or individuals that may need more support.
- Following health and safety processes and safeguarding procedures.



- Acting as an ambassador for Education Futures Trust, sharing relevant information about the charity, and promote further opportunities for members of the public to engage with or support Education futures Trust.

Skills, Experience & Qualities

- The ability to communicate effectively.
- A flexible approach, with the ability to adapt to changing circumstances and needs of the group.
- Good listening skills.
- Patience when supporting others.
- Clear speaking and handwriting.
- To provide peer support to our learners.
- The ability to inspire young people and adults.
- The ability to build relationships and empathise with participants.
- A broad range of interests and knowledge, and a passion for sharing these.

Training & Support Provided

- Volunteer registration and induction prior to your first day.
- Role appropriate training.
- Charity appropriate training.
- Support and briefing at the start of your shift.
- Role appropriate PPE and equipment.
- A volunteer mentor who you can talk to and give feedback to at any time.
- Ongoing support throughout your volunteering journey.
- Opportunity to attend team meetings and events.

Benefits

- Meet new people, engaging with members of the public, members of staff, and other volunteers.
- You will receive appropriate training to support both your role and your personal development.
- Play a vital role in helping the charity engage with adults and young people.
- Help Education Futures Trust to grow and work towards its mission to enhance opportunities, goals and aspirations in our community.
- Should you require it, a written reference can be provided by the charity.
- Branded clothing provided for working on sessions.
- Opportunity to undertake training opportunities which are subject specific to learning and skills team.

Our children. Our families. Our community.

Registered Charity Number: 1146171

Company Number: 7852922



Additional Information

- A Disclosure and Barring Service (DBS) check will be required. Education Futures Trust will pay for this.
- 2 References will be required before volunteering can commence.
- Pre-agreed expenses will be paid within agreed guidelines.
- Undertake additional training as and when required.

Who to contact

To express your interest in this volunteering role or to find out about other volunteering opportunities please visit - www.educationfuturestrust.org/volunteering

Alternatively, for more information, or if you have any questions, please contact Jodie Cornford, Deputy CEO via email: Jodiec@educationfuturestrust.org or Tel: 01424 722241.

Come join our team and help make a difference today!

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