

## THANK YOU FOR YOUR INTEREST IN VOLUNTEERING

Arthur Rank Hospice is a short stay specialist unit providing palliative care services for a people over 18 living in and around Cambridgeshire.

**Our aim is to care for people who have a life limiting illness and to support their family, friends and carers.**

The care is delivered by a multi- disciplinary team of nurses, doctors, therapists, social workers and our chaplain. The Hospice provides the full range of services which includes Day Therapy, Hospice at Home, Patient and Family Support Team, In-Patient Unit and Complimentary Therapies All care is provided free of charge and is offered to people living in Cambridge and the surrounding areas.

We have over 300 volunteers contributing towards services onsite at the hospice and over 100 supporting us in raising funds.

Our volunteers bring a wide array of skills, knowledge and experience, new ideas and flexibility to our services. Volunteers come from all sorts of backgrounds, range in age, and come to us through a variety of routes, from A-level students thinking about going into medicine to relatives of former patients who want to give something back.

### Why you should volunteer?

- Make a positive difference
- Gain skills
- Make new friends
- Keep busy
- Use existing skills
- Have fun
- Improve your CV
- Build Confidence

### Whilst volunteering at Arthur Rank Hospice you will.....

- Be welcomed and made to feel part of the team.
- Receive a Volunteer Induction
- Be offered a dedicated Education programmes for volunteers
- Be able to claim out-of -pocket expenses
- Receive ongoing training & support
- Receive a reference at the end of your volunteering





## Volunteer Vacancies

We are lucky to have a team of over 300 volunteers who help us on a regular basis, as well as those who help as and when. We ask for a 12 month commitment from hospice based volunteers wherever possible.

Sadly, we are unable to accept applicants who have experienced a close bereavement within the last two years for patient related role at the hospice, or applicants aged under 17 years old, but please do not hesitate to contact us if you would like to discuss this further.

Below are our current vacancies which we hope you will be interested in. We are currently recruiting volunteers in the following areas:



### Volunteer Drivers

We are looking for new volunteer drivers to allow patients and carers to access Day Therapy, Bereavement sessions or support groups at the hospice. You will need access to your own car and have a full clean driving licence. We are particularly looking for drivers in CB23, CB24 or towards Stretham & Ely area. This role requires a DBS check. You will receive a mileage allowance in this role.

*Commitment: variable days and times, flexibility is required*

A \*denotes alternative weeks

### Cake Baker

We are looking for passionate volunteers who enjoy baking. This is a rewarding role for someone who can bake a cake at home and deliver it to the Arthur Rank Hospice for patients and their visitors. We can reimburse the cost of ingredients. Simple sponges will suffice! E.g. Victoria sponge, lemon drizzle cake.

*Commitment: Wednesday\*, Thursday \* (cakes to be dropped at the hospice between 9am and 12midday on the relevant day).*

### In Patient Unit Afternoon tea volunteers

Every day, at 3pm, volunteers serve afternoon tea to patients and their families. This is a rewarding role which would suit someone looking to help for an hour or so. This role requires a DBS check.

*Current vacant slots: Monday\* 2:45pm to 3:45pm, Sunday 2.45pm to 3.45pm.*



## Activities Assistant

We are looking for a volunteer to plan and encourage hospice patients to take part in various creative activities. This role involves supporting the Creative Therapist to improve the patient quality of life by using different methods such as art & design, painting, music or sometimes simply just chatting.

You should be able to support all elements of the role based on patient needs and work as part of a team. This role requires a DBS check.



*Vacant slots: We are looking for someone every or alternate Tuesday between 10am to 4pm.*

## Card Maker

We are looking for a volunteer who can use their creativity and imagination to create hand made cards for bereaved families. This is a rewarding role for someone who wants to be involved with a great cause but is unable to commit for a regular shift.

You must have good art and craft skills and should be able to demonstrate evidence of your artistic ability. We will provide the blank cards.

*Commitment: We are looking for someone who can work from home for couple of hours a month.*

## Reception Volunteers



Reception is at the heart of the hospice where we welcome patients, their families, staff, volunteers and other visitors. We are looking for volunteers to cover the reception in the evenings and at weekends. You must have previous administration experience, be friendly and confident to problem solve with little guidance. This role requires a DBS check.

*Vacancies: Sunday 12midday -2pm.*

## Tea Bar Volunteers

We are looking for a volunteer to provide a welcoming atmosphere for visitors, patients, staff and volunteers. The volunteer will be responsible for serving tea, coffee and biscuits to visitors, relatives and to staff. You must be friendly and have good communication skills. This role requires Disclosure & Barring Service check.

*Vacant slots: Friday 2pm-4pm\*, 3<sup>rd</sup> Saturday of the month (2:30pm to 4:30pm), 1<sup>st</sup> and 2<sup>nd</sup> Sunday of the month (2:30pm to 4:30pm).*

## **Flower Arranger**

Are you passionate about flowers? Would you enjoy sharing your talent and brightening up the ward & reception areas at the hospice?

We are looking for a volunteer to help us enhance the environment for patients & visitors by arranging fresh flowers in vases or oases in a tasteful way across the hospice. You must have access to your own transport as we require volunteers to pick up the flowers on their way in.

*Vacant slots: We are looking for a volunteer to help us on a fortnightly basis (Thursdays).*

## **Day Therapy Host**

Our Day Therapy Service currently operates three days a week here at Arthur Rank Hospice. Patients attend for an agreed period of time and have an individual programme tailored to suit their needs.

As a day therapy volunteer you will be part of the team who create a warm and welcoming environment for patients. Working alongside a fellow volunteer, you will provide an invaluable service by hosting, serving teas/coffees and cooking lunch for patients.

*Commitment: We are looking for a volunteer to help us once a month on either Tuesday or Friday from 10am to 4pm.*

## **Do you have a special skill?**

Do you have a particular professional or creative skill?

We are currently looking for volunteers who would be happy to offer their skills on a voluntary basis for our Wednesday Social Group, 1:30pm to 3:30pm.

We would be interested to hear from anyone with a professional skill to offer but are particularly interested in people who are trained in Tai Chi, Mindfulness, knitting/ crafts, yoga, creative writing, jewellery making and financial advice, silk painting, singing etc.