



Volunteer Co-ordinator role description

A Christian response to the emotional and spiritual needs of people losing their sight

Role context

Each day 100 people are told they are losing their sight across the UK. Few receive any support - such as information, resources or friendship during this difficult time.

The role of Volunteer Co-ordinator helps to facilitate a Christian response to this issue by working as part of a team with others in local churches to provide a Christian befriending service for people coming to terms with their sight loss.

Role: *Journeying With* - Volunteer Co-ordinator

Reports to: Representatives of the church/group of churches once a local *Journeying With* scheme is set up

In co-operation with: Torch Trust Appointed Regional Representative

Main purpose

To respond to the needs of those losing their sight by being the link person for a local *Journeying With* Christian befriending scheme; co-ordinating a group of volunteer befrienders and linking with other agencies to enable clients to be referred in to the scheme.

Support and training provided

Torch Trust will provide the initial training - both for you as Volunteer Co-ordinator and also for the volunteer befrienders in your team. Torch will also provide you with a handbook for Volunteer Co-ordinators, and the Torch Regional Representative will be available to provide support or answer questions as required.

Main duties and responsibilities

- Encourage, select and engage local Christians as volunteers in co-operation with others within the local church and with support from Torch's Appointed Regional Representative. (We recommend that each Volunteer Co-ordinator manages up to six volunteers)
- Interview and assess volunteers with support from the local church
- Oversee safeguarding in line with the policy of the church running the scheme
- Support volunteers who are befriending people who are losing their sight; enabling them to provide the appropriate level of practical, emotional and spiritual support
- Keep a record of whom the volunteers are working with and for how long, and report on the outcomes of the scheme
- Be available to offer guidance and assist volunteers, during and at the end of their contact with the client
- Liaise and maintain good relationships with local agencies, health and social care services and churches to promote the use of this scheme
- Meet every six weeks with each volunteer (individually or as a facilitated peer group) and respond appropriately to any queries as they arise
- Keep up to date with information and services relevant to people losing their sight

Desirable skills, experience and attributes

- Able to co-ordinate and motivate volunteers
- A good listener and communicator
- Able to relate to the issues faced by individuals with sight loss
- Non-judgmental; treats people with respect
- Interested in supporting people in the community
- Good sense of humour
- Honest and trustworthy

Specific Requirements

Journeying With is a Christian befriending scheme. The role of Volunteer Co-ordinator will involve being able to pray with and offer Christian support to volunteers and on occasions with clients. It is therefore a requirement that a Volunteer Co-ordinator has an active Christian faith, involvement in the local church and accepts the Torch Basis of Faith.

Expected hours of volunteering

We anticipate that this role will require a commitment of 6 hours a week.

Criminal Records Check

Because this role may involve working with vulnerable adults, an Enhanced DBS [or Access Northern Ireland] check will be required. This will usually be done through the church which is leading the local *Journeying With* scheme. Torch Trust can provide advice or assistance with this if needed.

Further Information

If you would like to find out more about the possibility of being a Volunteer Co-ordinator, or if you have any questions at all, please do contact the Torch Regional Representative if you know who this is, otherwise contact:

Torch Trust

Tel: 01858 438260 or Email: info@torchtrust.org

The role of Volunteer Co-ordinator is a vital one in this work, and a practical opportunity for putting your faith into action. We would encourage you to take the opportunity to find out more about this and to pray about whether this may be something God is leading you towards.

We look forward to hearing from you and supporting you and your church in this worthwhile and important work.