

JOB PROFILE: BODYFIT VOLUNTEER

Job Title:	BODYFIT VOLUNTEER
Reports to:	Project Co-ordinator
Responsible to:	Locality Worker/Coaching Manager
Hours:	Part Time – to be agreed
Base:	Accrington/ Burnley

Job Summary:

The Bodyfit Leaders' programme aims to encourage women (and their families) to improve their health and well-being through taking part in sport and physical activity. It will also provide opportunities for women to consider options for employment in leading physical and sporting activities.

There will be a wide offer of different activities to meet a variety of needs; therefore we will be considering low impact activities such as flat level walking, yoga and Pilates; as well as higher impact sports such as cycling, swimming, rounders and other outdoor pursuits.

Key to the success of the project will be recruiting Bodyfit Volunteers who have the ability to engage women to get involved, then enthuse and influence them so that they decide to take part in sports activities. We need people who are keen to develop their own skills and knowledge and who have a positive attitude to seeking employment.

Responsibilities of the Bodyfit Volunteer:

- Support service users throughout the programme – to get involved, attend regularly and to develop their skills and levels of confidence
- Gather informal feedback from service users regarding the activities to inform future plans and to contribute to the evaluation of the programme
- Arrange transport and expenses for service users as necessary.
- Identify and support participants who may be suitable as volunteers
- Complete records of attendance and a log of activities for each session which will assist in the evaluation of the project.
- Enter the attendance information on the VIEWS system (training will be provided)

- Ensure events and activities take place in a safe way, liaising with the Locality Worker to ensure Health and Safety at all times.
- Actively promote the services of Lancashire Women's Centres and signpost participants where appropriate.
- Report all activities in regular feedback to the Project Co-ordinator and follow all policies including confidentiality and safeguarding, reporting all risks to management.

PERSON SPECIFICATION: BODYFIT VOLUNTEER

Skills & Assets Required for this Role:

- Enthusiasm and an ability to motivate other people
- Ability to organise events and activities for people
- Ability to communicate clearly
- Interest in sport and physical activity
- Basic literacy and numeracy
- Willingness to learn

Experience & Knowledge Required for this Role:

- Community development activities, particularly sport/physical activity
- Understanding of the needs of women attending Lancashire Women's Centres and ability to signpost them to additional support as required.
- Volunteering/ Working in a community role previously/currently.