

Gateshead Council Volunteering Roles

Current Opportunities Available

ASB (Anti-Social Behaviour) Volunteer support project

Volunteer role: Telephone support to people who experience incidents of ASB

Gateshead Council are looking for volunteers to provide a befriending and support role for the victims of anti-social behaviour (non- criminal).

You may have been a victim yourself and have the time and flexibility to help others who have faced similar situations, or you may simply want to help others in your community.

If so, our Anti-Social Behaviour Volunteer service could be for you.

Set up to offer vulnerable victims the additional support they might need, the service involves you completing an online training course.

You will provide telephone support to the victim on a regular basis and will be provided with a basic mobile phone and credit to do this. You will also complete an evaluation form at the end of your involvement with each victim.

We need you if you are:

- a good listener
- friendly and patient
- impartial and non-judgemental
- flexible and reliable

Community Resilience Volunteering

Volunteer Role: Volunteer Community Resilience Wardens

Communities can find themselves at risk from bad weather, a loss of utilities or even by a digger unearthing a World War 2 bomb amongst other things! Thankfully these incidents are rare, but communities face dangers from a wide range of sources, sometimes with very little notice.

We're looking to strengthen the response arrangements that the Council and the emergency services already have in place.

In your community, you're the expert

There is already a small network of Volunteer Community Resilience Wardens, who've received training and equipment to allow them to work in support of the Council and the emergency services during an incident.

There may be people in your community who are more vulnerable than others due to the impacts of an incident, such as elderly or disabled residents or those vulnerable in the short term due to pregnancy or ill health. You could help us keep them safe.

You might know about that path that always floods, the man who's ill at number 28 or the lady who struggles to manage the stairs at number 49.

We want to set up a network of volunteers who we can work with before, during and after an emergency. This will make it easier to get information to and from you, to get help to vulnerable residents more quickly and to learn from your experience.

You know the area where you live and work better than anyone. We can look at maps and check records but sometimes only local knowledge will fill in the gaps for us.

Do you have:

- Knowledge of your local community?
- An interest in keeping your community safe?
- Spare time to help?

Then we need you!

How to volunteer:

If you'd like to be a Volunteer Community Resilience Warden, we need you to apply. The reason for this is that we want to make sure you're provided with official identification and equipment, your hours are recorded and you're insured when undertaking the role. [Apply now](#)

If you want to offer your services but this role isn't for you, there are other ways to get involved in community resilience. For example, you could clear a neighbour's path of snow or walk a neighbour's dogs when they can't get out themselves. We'd like to hear from you if you're interested, as we'd like to try and create a community plan for your area.

Youth Offending Justice Service

Volunteer Role: Youth Justice Service Community Panel member
(currently not recruiting but taking names from anyone interested)

Who we are?

Gateshead Youth Justice Service is a multi-agency team. The principle aim of Gateshead Youth Justice Service is to prevent offending and reoffending by children and young people aged 10-18 years. We work jointly with our partners to deal effectively with the causes of offending both pre and post court, to improve outcomes for young people and help them live crime free lives.

Why do we need you?

Young people between the age of 10 and 17 can be sentenced to a Referral Order by a Youth Court. Referral Orders can vary from 3 to 12 months. Gateshead Youth Justice Service convene a Community Panel meeting, consisting of one member from the Youth Offending Team and a minimum of two trained Referral Order Volunteers, the young person and parent/guardian and potentially the victim of the offence. As a Panel Member you may be working directly with Victims of Crime to enable them to be given choices and choice within the criminal justice system.

What's in it for me?

- You will receive a comprehensive training package and ongoing training
- Have the chance to contribute positively to young people in the community
- Ongoing support
- Understanding of the criminal justice system
- Be part of a team
- Experience

This role involves a specific commitment to five days training, the availability to work on Tuesday night (potentially other days and times).

There is a requirement to be committed to ongoing training and development and supervision and support from management within the Youth Justice Service.

June 2019

Action for Children (Partner of Gateshead Council)

Volunteer role: Independent Visitor

The volunteer role will involve a befriending/mentoring service to children in care. Volunteers are matched with a child or young person and will take them out on a fortnightly basis and generally have a fun time with them.

Training and supervision is ongoing within this role.

All reasonable expenses are paid.

Volunteers can be any age (18+). The volunteer needs to like and relate well to children. They ideally should be able to give a minimum of 18 months commitment to this role.

If would be desirable for the volunteer to have a car however it is not essential.

The volunteer role would take place on a fortnightly basis mostly over weekends or evenings, possibly weekdays during the school holidays

Any potential volunteers who are interested in this volunteer role will have an informal interview followed by a day's training session.

This volunteer would require a DBS (Disclosure & Barring Service) Check which the volunteer coordinator will process.

SENIT - Low Incidence Team Dryden Centre, Gateshead

Volunteer role: Deaf Role Model within Schools

This volunteer role would operate across Gateshead in both primary and secondary schools, and would involve providing support to children and young people who are deaf. The role would be an informal buddy type support role with the volunteer meeting with the individuals and providing an informal befriending type role.

Any volunteer delivering this volunteer role will need a minimum of BSL (British Sign Language) Level 3.

Volunteers would also need the following skills and qualifications:

- Can inspire and motivate others sharing their own personal experiences both positive and negative and how their own personal goals have been achieved
- help children and young people to develop positive attitudes about deafness, broaden their understanding of deafness from the perspective of lived experience, and increase knowledge of helpful tips and strategies.
- Capable of delivering unbiased information (respectful of family values, culture and choice of communication method).
- Committed to supporting young deaf children and young people through a regular programme, encouraging them to achieve their full potential.
- Good communication skills
- Friendly and approachable
- Flexible
- Understanding of confidentiality
- Current drivers licence

Volunteers must be Deaf with SBL as their first language. A full DBS (Disclosure & Barring Service) Check will be required which the volunteer coordinator for this project will support individuals through.

A full driving license is required and access to a car as the role involves travel between different schools.

Trading Standards

Volunteer role: Age related sales test purchase exercise

Trading standards carry out under-age test purchasing to check that sellers of age restricted projects, such as alcohol, tobacco and fireworks, do not sell to children. They are looking for young volunteers aged between 14 – 17 years old.

The young person will be fully trained in what to say and do. The young person will be told to say that they are 18 years old and give a date of birth appropriate for a person of 18 if asked their age/date of birth by the retailer.

At least one officer will supervise the young person at all times. In any exercise, the young person's welfare is paramount. The nature of the young person's involvement in the exercise will not be revealed whilst they are on the premises, unless the officer is of the opinion that their welfare is at risk. The officer will intervene at any time where the young person's welfare is at risk.

The local authority will not reveal the young person's identity in any subsequent publicity. Appropriate refreshments and transportation will be provided. This exercise may result in legal action and the local authority will endeavour to ensure that they young person will not be required to attend court as a witness. However in exceptional circumstances this may still occur.

The parent/carer will provide a witness statement to confirm the date of birth of the young person, if required.

Volunteers need to be confident. The activity will take place during school holidays or a few hours after school but this is rare.

Active Kidz

Volunteer role: Play Volunteer

The programme enables volunteers to have an active role in the planning and delivery of play activities. Volunteers will be supporting and encouraging children & young people to engage with activities working as part of a team.

The programme provides a fun, safe and stimulating environments for children & young people. Volunteers will ensure a good example and positive role model to children & young people and will be required to attend training opportunities as and when required.

Volunteers need to be over 16 and apply for a DBS (Disclosure & Barring Service) Check which will be supported by the Volunteer Coordinator for the programme.

Volunteers need enthusiasm and an interest of working with Children & young people.

There are volunteer opportunities in the Easter Play Programme running from Tuesday 3rd April – Friday 13th April (Excluding the weekend)

The deadline for volunteer recruitment for the Easter programme is Friday 16th March.

The six week summer play programme starts on Monday 23rd July and the deadline for volunteer recruitment is Friday 29th June.

Both programmes will require volunteers to apply for a DBS (Disclosure and Barring Service) Check. This will be applied for by the volunteer coordinator for the project.

Bede Community Primary School

Volunteer Role: Outdoor environmental area

Bede Community Primary School would like some volunteer assistance in the outdoor environmental area of the school.

Volunteers are required to undertake some general gardening, planting, weeding and up keep of their Early Years outdoor area.

The opportunity would be during the summer and term times. It would take place over a half day period between Monday – Friday.

The Gateshead Housing Company

Volunteer roles: Activity Assistant,

CURRENTLY NOT ACTIVELY SEEKING VOLUNTEERS BUT TAKING INFORMATION

The Gateshead Housing Company, Refugee Resettlement Team

Volunteers are needed to help deliver sessions within the local community to help to encourage social inclusion, health and wellbeing and integration. These activities will take place throughout Gateshead.

Activities may include crafts, holistic therapies & sports amongst other things.

Experience of group work, sports and leisure activities or youth work would be good, but is not essential.

Volunteers will be required to support vulnerable people including people with learning disabilities and older people.

A DBS (Disclosure & Barring Service) Check is required as a result volunteers will need to be 18 or over.

Activities have not yet been confirmed to a particular date & time or location.

The Gateshead Housing Company

Volunteer roles: Conversational English tutor & Volunteer Buddy

Volunteers are needed to support Syrian Families who have recently been resettled into Gateshead. Volunteers will be required to develop informal functional English within a community setting.

Volunteer Conversational English tutors and volunteer buddies are both needed.

In terms of volunteer tutors previous teaching experience would be very useful however is not essential.

Volunteers within this role will be supporting vulnerable people including people with learning disabilities and older people. As a result, a DBS (Disclosure & Barring Service) Check is required which will be support through the Gateshead Housing Company.

The Tutor volunteer opportunities will be based at various community venues throughout Gateshead and will be demand led.

In terms of the buddy volunteer role, volunteers will need to support individuals with informal tasks such as travelling, attending new groups etc.

Syrian families after being resettled within Gateshead require some informal support to enable them to become familiar with the facilities around them including the best travel options, leisure facilities and other community facilities.

Barnardo's

Volunteers are needed by the organisation to work with Barnardo's Gateshead Special Educational Needs and Disability Information Advice and Support Service (SENDIASS) to support parents/carers of children with Special Educational Needs (SEN) and the children and young people themselves. Barnardo's deliver this project on behalf of Gateshead Council.

Example of activity:

Helping parents and young people understand the SEN system and what is happening with their child or themselves and assisting them to fill out forms for Statutory Assessment for an Education and Health Care Plan (EHCP). Liaising with schools or colleges and professionals on behalf of parents, children and young people and organising and accompanying them to meetings and on visits to prospective new schools or colleges. Listen to parents, children and young people and giving impartial advice and information about the SEN system and sign posting them to other agencies and services where necessary.

Volunteer requirements:

- Some knowledge of the Special Educational Needs system and/or a willingness to learn
- An adequate level of literacy skills in order to be able to help with form filling and an ability to support parents and young people in meetings and help them put across their point of view
- Patience and understanding
- Good listening skills
- Volunteers are required to give a commitment of at least six months
- Commitment to attend a training programme
- Be able to follow Barnardo's policy and procedures and work under the supervision of the SENDIASS Officer and Volunteer Coordinator
- To attend supervision sessions on a regular basis

Volunteer activity is flexible however it is estimated that it will involve at least two hours a week.

All training will be provided, and activity will take place in Gateshead.

Easington Avenue Communal Lounge

Volunteer Role: Bingo Caller

Role:

Easington Avenue sheltered housing scheme requires a volunteer (s) to call out bingo numbers using a bingo machine and also to help with refreshments during a tea / coffee break if volunteer is willing. There are usually no more than 15 tenants who attend the bingo and coffee afternoon.

Skills and requirements:

- Able to call out numbers
- Operate the bingo machine
- Able to make tea and coffee using a tea urn
- A DBS (Disclosure and Barring Service) check is required

When required:

- Monday and / or Tuesday afternoons
- 12.45 pm – 3.00 pm
- Part Time
- Ongoing
- To start as soon as possible

Bill Quay Primary School

Volunteer Role: Garden Volunteer for the school garden

Role:

- Initially, to help weed and clear the school garden and pond
- To maintain the garden and pond (if possible) throughout the summer months
- Ideally, volunteers to come in and work alongside pupils and staff to plant flowers and vegetables in the garden

Skills and qualifications:

- Gardening knowledge
- An interest in gardening and growing vegetables

A DBS check is required for this volunteer opportunity.

When required:

- Monday to Friday between 7.30am and 6pm
- 1 or 2 days' work weekly
- To start as soon as possible

Gateshead Libraries

Volunteer Role: Digital Heritage Volunteer

Role:

- Processing Gateshead Library's Local Studies Collection
- Providing advice and guidance on Local and Family History
- Cataloguing (data input, databases), MS Office Word and Excel; Photography, Scanning, Image processing (e.g. Photoshop), recording and editing for oral history.

Skills and Knowledge:

- Interpretive: interest, knowledge and/or experience in areas relating to Gateshead history and heritage; interviewing; advice and guidance (local and family history); research and identification of materials, good writing skills for transcription and description.
- IT competent

Please note that much of the work is repetitive and demands a high level of accuracy, and ability to follow guidelines exactly.

When required:

- Intermittent, short term project based
- Times and hours are negotiable, during library opening hours

Location: Based at Central Library / St Mary's Heritage Centre

Sport, Physical Activity and Health Development

Volunteer Role: Cycling Volunteer

Activities can include supporting the Sport, Physical Activity and Health Development Team with the planning and delivery of organised bike rides which take place across Gateshead.

Role responsibilities:

- Support the planning of an organised cycle ride i.e. route planning and risk assessment of a ride in accordance with the ride leader training guidelines
- Perform basic bike checks prior to ride commencing in accordance with the ride leader training guidelines
- Support delivery of the bike ride in accordance with the ride leader training guidelines
- Provide basic maintenance i.e. puncture repairs, basic bike adjustments

Skills required:

- Certified Level 1 and / or Level 2 Ride Leaders Award
 - Gateshead's Sport, Physical Activity and Health Development Team deliver a number of community rides across Gateshead and volunteers are very welcome to support this programme. If anyone is interested in becoming a cycling volunteer who doesn't have the right skills and qualifications at present please contact the team to see what support could be offered to help achieving these.
- First Aid qualification preferable. Basic Bike maintenance training preferable

Additional information:

- Volunteers are required to be 18 years plus.
- Due to the nature of volunteering a reasonable fitness level is required to undertake this role as well as being a confident and competent cyclist.

Date / Time:

- A number of bike rides take place weekly and last between one and four hours. Volunteers can request an up to date list of rides available at time of application. Part-time. March 2017 onwards

Locations can include:

- Bill Quay Farm, Watergate Park, Gateshead International Stadium, Blaydon Leisure Centre

Open Door – LearningSkills

Volunteer Role: Social Skills Volunteer

We are looking for volunteers to work in a classroom setting with adults who have a learning disability. We are looking for a commitment of either a morning or afternoon to support learners in a range of social situations where they have a shared interest to enable learners to get out and live a happy and fulfilled life.

Volunteers would support learners to build positive relationships during lunch and break times, help learners to make a drink safely, ensuring that the learners keep the refreshment area clean and tidy at all times. Chatting and listening is an important part of this role, having someone listen who has good listening skills, empowers the learners, this helps improve good mental well-being and builds confidence and self-esteem. The role includes supporting learner to build up a resource bank of social activities which the learners can access during break and lunchtimes.

Skills required:

- Good communication and listening skills
- Be approachable
- Friendly
- Reliable
- Trustworthy

Induction training into the various aspects of the role and ongoing support and training are part of the package. Volunteers will make a difference to someone's life while developing interpersonal skills. This is an ideal opportunity for those considering going on to a career in Social Care.

Hours and location:

- Any morning or afternoon Monday to Friday between 9am and 3pm
- Part-time, term time only
- On-going
- The role is located at the State of the Art building @ the Dryden Centre

Bensham Grove Community Education Centre

Bensham Grove Community Education Centre, once home to the Spence Watson family, is of significant historical importance to Gateshead and has been a key part of the Bensham community since the early 1900s. As a charitable trust organisation, it is vital we sustain our presence as a first class provider of Adult Education and a centre of excellence for arts and crafts skills.

The buildings are beautifully decorated with 'Arts and Crafts' features and provides a wonderful venue for classes, meetings and events. Our large gardens are populated with well-established trees, shrubs and flower beds and provide a rural park like space.

As a volunteer you will be contributing to the continuing provision of our services to the community.

Specific 'Role Descriptions' are available.

Volunteer Opportunities are currently available for:

- Gardening
- Decorating and Site Enhancement
- History Guides and Event Support
- General Maintenance
- IT and Marketing
- Fundraising

The centre is also looking for a Volunteer Coordinator on a new volunteer basis.

Countryside Rangers

Volunteer Role: Events

This role involves a wide range of activities, which will change according to the type of event and the interest or availability of the volunteer.

Tasks could include:

- To be the first point of contact and answer questions from members of the public
- Advising the public on where they can see wildlife in Gateshead
- To promote all countryside sites, other events and volunteering
- To take details of people interested in becoming volunteers and any questions that can be answered on the day.
- To handle cash in the sale of goods
- Helping to prepare for events
- Helping to run various children's craft activities e.g. badge making
- Helping to erect and dismantle the display stand and materials.

All events will be supervised and run by a member of staff. All training for events will be given prior to the event. The exact role of each volunteer will be given before the start of the event. Volunteers should be made aware where they need to be and at what time. Volunteers should say if there is anything that they are not happy with whilst the event is running.

Countryside Rangers

Volunteer Role: Visitor Centres

This role involves a variety of tasks in an office type environment. Tasks could include:

- To be the first point of contact and answer questions from members of the public
- Advising the public on daily wildlife sightings
- Advising on routes around the site
- To promote all countryside sites, events and volunteering
- To answer the phone, pass on the call or take a message
- To handle cash in the sale of goods and use the cash register
- Helping to prepare for events
- Helping out to prepare for school groups
- Updating electronic wildlife records

This is the only volunteer role that involves any specific commitment. This role will not involve opening and closing the centre. The role will deliver activities to compliment those of employees based in the centre and will be additional to their roles. Volunteers will not be left unsupervised for any length of time in the centre. All training will be giving prior to any time spent in the centre.

Countryside Rangers

Volunteer Role: Practical Work

This role involves a wide variety of tasks, which can be adapted according to the time of year and the interest or availability of the volunteer. It will be explained why the work is being carried out and how it fits into the management plan for the site in question.

All practical work will be supervised by a member of staff. Tasks could include:

- Clearing vegetation to enhance an area for wildlife
- Planting trees and wildflower plants
- Coppicing trees as part of a woodland management scheme
- Maintaining ponds and wet areas
- Cutting & clearing grass meadows
- Building steps, dry stonewalls or installing fencing
- Maintaining footpaths for public access
- Picking litter to maintain the quality of sites
- Removing fencing no longer required

All volunteers are able to work at their own pace. All training for any tasks undertaken will be given and be to industry standards. Any necessary safety clothing will be provided.

Volunteers should say if there is anything that they are not happy with whilst out on site and any aspects of the work in hand to the member of staff leading the task or later to the Volunteer Co-ordinator.

Countryside Rangers

Volunteer Role: Site Patrolling

This role involves Volunteers going out to sites of their choosing and walking around the whole or part of the site, depending on the interest or availability of the volunteer. Tasks could include:

- To complete a report after each visit – this can be done via email or through the post using a reporting form and prepaid envelopes
- Being a pair of eyes and ears on the ground
- To make good any damage on site. E.g. small repairs that can be carried out with minimal or no tools
- Answering any questions from members of the public while out on site
- Advising the public on where they can see wildlife in Gateshead
- To promote all countryside sites and volunteering

All training for patrolling will be given prior to any site visits. If a volunteer can give an indication of which sites they intend to visit and the frequency of visits this would give an idea of how often a site is having a regular check. Volunteers should say if there is anything that they are not sure about. If in doubt volunteers should ring a member of staff while on site. Or if it is a major issue ring the police and not tackle any incident themselves.

Gateshead Library Service

The Friends of Gateshead Central Library

The Friends of Gateshead Central Library are a group of volunteers who are established as a separate group. The main purpose is to support the central library.

The group currently have volunteer opportunities for anyone who would like to:

- Help at a variety of library events
- Get involved in maintaining the library garden
- Running coffee mornings
- Hosting plan swaps
- Deliver readings at literary events
- Help at author events

Gateshead Library Service

Reading HACK – Volunteering & marketing opportunity for young people aged 13-22

Reading Hack turns reading on its head. It's a youth-led programme for 13- 22 years old, who gain skills and experience by volunteering and taking part in creative activities known as "hacks".

A hack can be anything you like, as long as it has reading at its heart. Last year across the UK 10,000 young people took part in Reading Hack by organisation spoken words nights, running books swaps, starting their own book review blogs, planning and marketing events and volunteering to help others get involved with library activities.

Gateshead Libraries have Reading Hack groups 13-22-year olds that you can get involved with all year round.

If you're 13 – 22 why not volunteer with us over the Summer to support events and activities linked to the Summer Reading Challenge. Some of the tasks you can be involved with are:

- Assisting Staff with promoting Summer Reading Challenge to children
- Helping with the preparation of materials for children's activities
- Helping library staff with summer reading activities such as craft sessions, story-times and coding clubs
- Helping to create in-library displays.

Gateshead Library Service

Readers at Home volunteer

Can you spare a few hours weekly or monthly to improve the quality of life for people living near you? Do you want to share your love of reading with other people in your local community?

Gateshead Libraries in Partnership with RVS (Royal Voluntary Service) are looking for volunteers to operate alongside the local library to deliver and collect books to people who may be housebound or have mobility issues.

Training will be provided and volunteers will need to have access to their own car. All mileage associated with the project will be reimbursed.

A DBS (Disclosure & Barring Service) check will be required to take part in this role. This will be processed by the RVS.

The role is design to fit the volunteer and there is no minimum commitment.

Hours are based over Monday – Friday to suit the individual. The role is active now.

Children Centre Volunteering

Volunteering Role: Toy library

The Toy Library is a Gateshead Wide Lending Library of affordable toys for children aged 0 to 11 years.

Volunteers are required to:

- Manage and organise stock
- Deal with customer enquires
- Deal with loans and returns
- Stock checking
- Interact with customers in the Toy Library Play Room

No specific qualifications needed just the ability to give as little or as much time as you can and the ability to interact with others in a friendly helpful way.

A DBS (Disclosure and Barring Service) check will be needed.

The Toy Library currently opens: 9:30am – 2:00pm Tuesday – Friday every week.

St Wilfred's Primary school

St Wilfred's Primary School has 3 current volunteer roles available.

These include:

- Volunteers needed to run a breakfast club for up to 30 pupils at present from 7:45 am – 8:45 am each school day. This role includes setting up and serving breakfast – cereal, toast, beans – any other suggestions – then clearing away
- Volunteers needed to read on a regular basis whether it be for ½ hour per week, ½ hour per day or a whole session. Any offers of time would be considered.
- A volunteer football coach is needed who knows how to play and referee football.

DBS (Disclosure & Barring Service) Checks will be required for all of these roles.

School Governors – Gateshead Schools

In Gateshead there are over 1200 school governors. Vacancies for governors can occur at any time or in any school or academy. Governing bodies are the key strategic decision makers and vision setters in every school and academy. They are also a key part of the overall system for school accountability. Governing bodies have a vital role to play in driving up school and pupil performance and ensuring that resources are used well to give every child the best possible education.

All schools and academies in Gateshead have a governing body whose core purpose is to:

- Ensure clarity of vision, ethos and strategic direction
- Hold the Head Teacher to account for the educational performance of the school and its pupils, and the performance management of staff
- Oversee the financial performance of the school to make sure its money is well spent.

An effective school governor is someone who:

- cares about improving children's educational achievement
- wants to work as part of a team and can value the contribution made by different people
- is willing to listen, learn, be supportive and ask questions
- has a feel for what is important to parents, staff and pupils
- is enthusiastic and can commit their time and energy to the governing body and attend training

Across the whole governing body there are a number of essential skills required to ensure the governing body is effective. No one governor would be expected to have all of these skills but it would be useful if you could indicate in your nomination any of the areas where you feel you have skills, knowledge and experience, particularly related to:

- experience of working at a strategic level
- experience of governance (including in other sectors)
- experience of evaluation, interpretation and analysis of information given
- communication skills, including listening

- problem solving and creativity
- knowledge of the local community, Gateshead and services
- knowledge or experience of finance
- knowledge of recruitment procedures
- knowledge or experience of premises/health and safety/safeguarding
- knowledge or experience of working with staff
- ability to offer appropriate challenge and support to the Head Teacher

Training is provided free of charge to all governors to support them in this role.

For further information on the role or for information on recruitment and current vacancies, please contact Governor Support on 433 8628 or visit the Governor Support Service website at www.gatesheadgovernors.org