



## **Space Volunteer – Job Description**

### **Main Aim of Leeds Space Network**

SPACE is committed to the all-round development of young people and proactively nurture their social, personal, emotional and spiritual wellbeing.

### **Volunteer Role:**

- To assist in the running of a weekly SPACE meeting
- To communicate with the other volunteers about weekly programme activities
- To work with young people and ensure general health & safety and rules of conduct
- To be familiar with policies and procedures
- To build a rapport with young people and listen to their concerns
- To facilitate and participate in games, activities and discussions with young people
- To assist with necessary programme set-up and clean-up
- To undertake required record keeping procedures including reporting verbally any child protection issues to the SPACE leader and completing any relevant incident forms
- To carry child protection guidelines with you (Code of Good Behaviour)
- To attend SPACE events – trips, training - wherever possible
- To be willing to commit for at least a year; to invest into the lives of the young people
- To help with home-visiting young people as and when possible

**Training:** Attend relevant training courses/workshops including Safeguarding training

**Time Commitment:** From 2 to 4 hours per week.

**Location:** Various

**Days:** Various

**Supervision:** Guidance will be given by the Group Leader.

**Benefits:** Development of team and leadership skills, taking part in fun activities, accessing training to further personal development, meeting a challenge.

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