



## **ROLE DESCRIPTION: VOLUNTEER DRIVER (lip-reader)**

**Accountable to:** Danielle Jacobs, Day Centre Manager

### **Why is this role needed?**

JDA runs a number of services for deaf and hard of hearing people, aimed at reducing loneliness and isolation. There is a real need to help older people get out and about, especially if they have difficulty travelling independently.

We need positive and cheerful drivers to collect, drop off and pick up our members each week.

### **Function:**

Transport older deaf people from their homes to activities.

### **Key tasks:**

- Meet service users at their homes at pre-agreed times
- Collect and deliver people between their home and venue either way.

### **Key skills, experience and attributes required:**

- Clear speech and good listening skills
- Excellent time keeping and reliability – essential
- Knowledge of deaf awareness would be useful for those driving lip-readers
- At ease with people from different backgrounds
- Cheerful and friendly personality
- Own vehicle (preferably a car) and clean driving licence
- An interest in learning about deaf people.

### **You will need:**

- To be prepared to travel between homes and activity venues (expenses paid)
- Access to a phone to receive meeting arrangements
- Access to a computer to receive emails and return feedback forms.

### **Benefits to individuals of performing the role:**

- Rewarding – the satisfaction that you have enabled a person who has difficulty travelling independently to access activities
- A focused and supportive training course (including Deaf Awareness)
- Full support from the lovely staff at JDA and the feeling of being part of a valued team
- Volunteering for a reputable Charity and supporting a cause you care about
- Developing skills to enhance your CV
- Increased social opportunities and meeting new people
- Building confidence and self-esteem.

**General:**

- To become a volunteer you will be asked to complete the volunteer membership pack, to attend a short training session and to sign the terms and conditions
- References and a Disclosure and Barring Service check will be required for all volunteer roles
- You will be reimbursed for all agreed travel costs.

**Commitment:**

- Volunteers can commit to driving either on a regular or occasional basis, (depending on personal preference)
- To enable you to get the most out of your training, volunteering and to provide continuity, we ask you to commit to volunteer for JDA for at least six months.

**It is expected that all volunteers will:**

- Undertake their volunteering in accordance with the values of JDA
- Adhere to JDA's volunteering policies and procedures
- Support the principles outlined in the organisation's Equal Opportunities and Diversity Policy
- Attend any specific training required for the role to support the effective undertaking of their volunteering
- Follow instructions and accept supervision.

**Equal Opportunities:**

Everyone will be offered the opportunity to volunteer with JDA as specified in the Equalities Act 2010.

Having a criminal conviction, may not prevent you from volunteering – please see our Criminal Conviction policy for further information.

**How to apply**

Please fill out the application form which is available on our website, or you can contact us for a paper copy to be posted to you (see contact numbers below).

Either email it to the Day Centre Manager, Danielle Jacobs, at [danielle@jewishdeaf.org.uk](mailto:danielle@jewishdeaf.org.uk) or post the completed form to:

JDA  
Julius Newman House  
Woodside Park Road  
North Finchley  
London N12 8RP

**Telephone:** 020 8446 0502 (voice)

**Textphone:** 020 8446 4037

**Telephone:** 020 8446 0214 (Technology & Information Centre- voice, textphone, answerphone)

**Fax:** 020 8445 7451