

LEISURE DIRECT
Charity Number 1050948

ACTIVITY - VOLUNTEER ROLE/RESPONSIBILITIES

1. To be aware of the safety of members

- Ensure that members are advised to wear appropriate dress and have appropriate protection against the elements (eg a coat if it is cold and sun cream if it is hot).
- Ensure that members have brought and take any medication that they may need.
- Enforce any legal necessities (for example seat belts on coaches).
- Be fully conversant with the Safeguarding Policy, know who the Designated Person (DP) is

2. To oversee a small group of members on activity

- Making sure that you know where each member is at any one time.
- Ensure that each member understands what s/he should be doing and clarify instructions.
- Make the enjoyment of the activity by members a priority, rather than personal enjoyment.
- Make sure that members know who other members in the group are.

3. To assist group leader ensuring the safety of members at all times

- Pass on all instructions given by the group leader, and enforce them or clarify them to members if necessary.
- Comply with all personal instructions given to you as a volunteer.

4. To bring safety hazards to the attention of the group leader

- Inform the group leader if any members are refusing to heed advice
- Highlight any potential risks that the group leader may not be aware of, or may not have considered.
- Ensure that the relationships between members do not create hazards.

5. To ensure everyone is treated equally

- To ensure that all members and volunteers comply with their code of conduct.
- Do not make assumptions about the individual abilities of any member
- Do not make any assumptions based on a member's race, colour, age, gender or disability.

6. To enjoy their role

- Ask Leisure Direct if it can help with training (this may not always be possible)
- Do not be out of pocket whilst volunteering, please claim reasonable travel expenses.
- Use the opportunities that are provided to develop their own skill base.

7. Criminal Act

- If at any period of time during which a person is a registered volunteer with Leisure Direct they are found guilty of a criminal act, they are to disclose this to the Organiser of Leisure Direct.