



TORFAEN LIBRARY AND INFORMATION SERVICE

Volunteering Opportunity

We are recruiting volunteers to act as Reading Companions for our new “READ TO ME SERVICE”

Reading Companions visit older or disabled people in their own homes to read aloud to them one to one.

We are looking for volunteers who are passionate about books and reading, enjoy talking about what they've read and can share that passion with an older or disabled person.

This is an opportunity to make a difference to someone's life by bringing them the pleasure of books and companionship.

All volunteers will be trained and supported in the role. Enhanced DBS checks and references will be required.

For more information contact:

Completed Application Forms should be returned to:

Closing Date for Applications: Friday 15th November 2013 at 12 Noon



Volunteer Role Description – Reading Companion

Purpose	To enable an isolated older / disabled person to participate in a weekly shared reading experience using novels, short stories and poems
Key Activities	Making a weekly visit to someone in their own home to read aloud with them one-to-one
What you will get out of it	<ul style="list-style-type: none"> • Enabling isolated people to benefit from literature • Developing your skills in reading aloud and befriending • Training and on going support for the role • Working within a clear code of conduct for home visits • Being part of a team and meeting new people
What we expect from you	<ul style="list-style-type: none"> • You will make a regular commitment to visiting an older / disabled person on a weekly basis • You will work under the supervision and support of Torfaen County Borough Council (TCBC) staff • You will visit the person as a representative of TCBC, and reflect our ethos and values in what you do there • You will prepare for your reading sessions, choosing appropriate material • You will follow the Code of Conduct for home visits at all times • You will read the risk assessment for the home visit, and raise any concerns you have regarding your personal health and safety • You will carry your volunteer ID card every time you visit someone's home • You will follow our guidelines for reporting back after a visit • You will take part in our training programme for Reading Companions and attend meetings as required • You will feedback to TCBC staff if you have particular challenges
Commitment	<p>You will prepare for and deliver a session of reading and discussion with an older / disabled person at the same time each week.</p> <p>We ask for a six month initial commitment from the start of your placement to offer consistency to the person</p>
Location	Torfaen
Skills/experiences/ personal qualities required	<p>You must be able to:</p> <ul style="list-style-type: none"> • Read aloud clearly in a one-to-one context (training will be given) • Relate well to older / disabled people and those suffering from dementia • Give and receive feedback • Be sensitive to people's emotional needs • Be patient with those who are unable to communicate clearly

	<ul style="list-style-type: none"> • Work as part of a team of Reading Companions • Represent TCBC in a professional manner • Work according to all volunteer policies and procedures
DBS required?	An enhanced DBS is required for this role
Support and supervision	<ul style="list-style-type: none"> • Reading Companions are co-ordinated by the Customer Services Librarian • Each volunteer will keep a log of material covered and feedback any concerns • Regular training and support will be given
Training required	Training must be completed fully before placement. This will consist of a one day workshop and will be followed by regular Reading Companion meetings
Volunteer expenses	Travel expenses will be provided, as per TCBC expenses policy
Further information	