



Home -Start in East Lancashire

Volunteer Information Pack

**Person Specification, Volunteer Task Description,
Frequently Asked Questions, Preparation Course
Timetable.**

Person Specification



A Home-Start Volunteer should: -

- ✓ Be a parent or have some parenting experience.
- ✓ Have a positive attitude to working with people of any gender, ethnicity, culture, religion, sexual identity or disability.
- ✓ Demonstrate a sensitive, compassionate and caring attitude towards others.
- ✓ Have a non-judgmental attitude.
- ✓ Be clear about confidentiality and when a confidence remains so, but be able to decide when disclosure of a confidence is essential to the safety and well-being of a child or vulnerable adult.
- ✓ Be reliable and consistent.
- ✓ Have good communication and listening skills.
- ✓ Have a warm and open personality and a sense of humour.
- ✓ Have time and enthusiasm for Home-Start
- ✓ Be able to work as part of a team.
- ✓ Be prepared to keep records.

Volunteer Task

Description



Home-Start volunteers aim to increase the confidence and independence of the family by:

- Supporting families with a wide range of targeted support for parents and their children, including:
- Home-visiting support
- Family Groups
- Peri and post-natal support
- Working with families to build on their strengths and give them the support they tell us they need.
- Reassuring families that difficulties in bringing up children are not unusual.
- Emphasising the positive aspects of family life.
- Developing a relationship with the family in which time can be shared and an understanding can be developed.
- Drawing on their own experiences of parenting to encourage parents' strengths and emotional well-being for the ultimate benefit of their children.
- Encouraging families to widen their network of relationships and to effectively use the support and service available in the community.

Hours of Commitment

Initial Course of Preparation, lasting approximately **40 hours over 10 weeks.**

Minimum of **2 hours per week for at least 12 months.**

Monthly support and supervision sessions

Frequently Asked Questions

How many other people will be on the course?

We anticipate up to 12 potential volunteers on courses but we try to accommodate as many people as possible.

Will there be a lot of reading and writing?

The course will include lots of different activities, to broaden your knowledge and understanding of Home-Start and your role in volunteering. You can choose to make your own notes throughout the course but it is not a requirement.

Do I need to bring anything with me to the sessions?

We will provide you with a resource file, paper and pens and any other equipment you may need. You will receive an e-mail prior to the course asking you to bring documentation for your DBS application which we will need completing within the first 3 weeks of the course.

Are refreshments provided?

There will be a break during each session and refreshments will be provided.

What happens if I miss a session?

It is a requirement that you complete all the sessions of the course before you can begin supporting a family. If you are unable to attend a session, you will need to let us know as soon as possible. If you miss more than 2 sessions, we will ask you to re-commence the course at a later date. If you do miss a session, we will arrange for you to complete this on Week 10.

Who do I contact if I can't attend one of the sessions?

Please contact our office on telephone number **01282 690536**.

Do I need to pass the course to become a Home-Start volunteer?

You have been carefully selected to attend the Preparation Course and it will help you to become a Home-Start volunteer. There are no tests or exams to pass, however, the course gives you and Home-Start the opportunity to assess whether volunteering for Home-Start is suitable for you. If there are any questions or issues which arise during the course, we will be happy to discuss them.

What if I decide that I don't want to be a volunteer?

The course is an opportunity for Home-Start to get to know you better and for you to get to know Home-Start. If during the course, you feel that Home-Start may not be right for you then please discuss your feeling with us.

What volunteering opportunities are available?

Our core work is visiting a family in their own home but we have lots of different opportunities including, but not limited to, supporting families in a group setting, visiting families in NICU, post-natal and ante-natal wards as well as fundraising, becoming a Trustee and supporting staff in the office. There will be an opportunity to discuss your preferences with your allocated Coordinator once you have completed the course.

If I decide to support families in their own home, when will I find out what kind of family I will be visiting?

We will look closely at your qualities and consider your own preferences when matching you to a family. You will have the opportunity to discuss this with a member of staff once you have completed the Preparation Course.

How much time will I be expected to give to a family?

If you are visiting a family at home, you will be asked to visit for no more than 2 hours per week. You will be given the opportunity to visit more than one family or support in another setting if you have more time available.

What happens if something goes wrong?

If you have any concerns, you must discuss these with us. The course aims to prepare you for lots of eventualities but you must never feel that something is too trivial to mention if it is worrying you. One of the key roles of the coordinator is to help our volunteers deal with any issues that may arise and support you as an individual.

Will I see the other volunteers who have been on the course with me?

We will organise for all the volunteers on your course to meet up again no more than 3 months after you have completed the course. We also provide additional training events and social events which will give you the opportunity to meet up with volunteer you have met on your course as well as other volunteers from Home-Start.

Preparation Course Timetable



<u>Session</u>	<u>Topic</u>
Session 1:	Welcome Introduction to Home-Start
Session 2:	Volunteering for Home-Start
Session 3:	Getting Started as a Home-Start Volunteer
Session 4:	Values & Attitudes
Session 5:	Family life & Supporting Parents 1 SEN Genomics
Session 6:	Family Life & Supporting Parents 2
Session 7:	Parents & their Children Maternity
Session 8:	Listening to Families Confidentiality
Session 9:	Safeguarding Children and Adults
Session 10:	Are you ready?
3 Months after Prep Complete	Reunion Meeting

**Please note - this is an outline and sessions order may vary, however all will be covered and completed during your training.*

**We look forward to seeing you on our
Volunteer Preparation Course.**

**If you have any further questions
regarding the application process,
please contact us.**



Home -Start in East Lancashire

Tel: 01282 690536

Email: info@homestarteastlancs.org