



# MORDEN COLLEGE

Interesting People Living Life to the Full



## Meet & Greet Volunteer

### About us

Morden College is a Charity dedicated to supporting older people. Today the Charity's core purpose is to provide older people who are in need with a home for life, to support them as they grow older, and to provide care services, including residential care and residential nursing care, if the need arises.

We are a strong community, committed to enabling the older people we support to have the highest quality of life, for the rest of their life.

### About the role

As a Meet & Greet Volunteer, you will provide a warm welcome to anyone visiting Cullum Welch Court care home.

Your main tasks will be:

- Welcoming visitors and family members to the care home
- Answering telephone calls, forwarding calls and taking messages
- Answering questions or signposting to members of staff
- Managing the door access
- Gathering feedback where requested
- Assisting the Medical Secretary with ad-hoc tasks when requested

### Location

Cullum Welch Court care home, 19 St Germans Place, Blackheath, SE3 0PW.

### Training & Support

You will receive a full induction and will be offered training for customer service, safeguarding and dementia awareness.

As this role is based in a regulated environment, you will be required to undergo a Standard level DBS check.

You will be supported by the Volunteering Manager who will ensure your training, induction and development needs are met.

### **Covid-19 Protocols**

Morden College is a Covid-secure workplace. Volunteering activities are appropriately risk assessed and risk assessments are reviewed regularly. You will be given personal protective equipment to wear which is appropriate to the role. You will be Lateral Flow tested at the start of your volunteering session.

The same rules about social distancing, washing and sanitising your hands and wearing a face mask will still apply. This role is in line with current Government restrictions.

As Morden College's work involves working with vulnerable residents, we ask that you provide evidence that you have had two doses of a COVID-19 vaccine before starting your volunteering hours. If you want to know more or are medically exempt, please contact [volunteering@mordencollege.org.uk](mailto:volunteering@mordencollege.org.uk).

### **Expenses**

You will be reimbursed for out-of-pocket travel expenses incurred while volunteering. You will also be offered lunch expenses when volunteering for more than 4 hours.

### **About you**

We are looking for volunteers who:

- Are friendly and approachable
- Comfortable with a wide range of people
- Have a helpful attitude
- Have good listening and communication skills
- Are available to volunteer for one session a week, anytime between Monday and Sunday between 9am-5pm

This role would help you if you are:

- Looking to make a positive impact in your community
- Thinking of pursuing a career in social work or support work
- Looking to develop your interpersonal skills
- Looking to gain experience with older people

### **Interested?**

For more information please email Juliet Turk, Volunteering Manager, [volunteering@mordencollege.org.uk](mailto:volunteering@mordencollege.org.uk) for an Application Form.

You will need to provide two references and will be invited to have an informal discussion with the Volunteering Manager.