



Student Volunteer Inpatient Unit Role Description

Post	Inpatient Unit Student Volunteer
Department	Michael Sobell House
Location	Michael Sobell House, Mount Vernon Hospital, Northwood
Responsible to	Nurse in Charge
As an Inpatient Unit student volunteer, you will be contributing to the day to day running of the Hospice.	

Time Commitment

Minimum of three hours per shift a week – after school or at weekends:

-  Between the hours of: 11am – 2pm
-  Between the hours of: 4pm – 7pm

Tasks and Activities

- Welcoming visitors, finding chairs for them, directing them around Michael Sobell House.
- Distributing menus and assisting patients to make their meal choices.
- Serving meals, snack and drinks to patients.
- Filling up water jugs, offering drinks to visitors.
- Collecting crockery and cutlery after meals, rinsing them and keeping the kitchenette and café areas tidy.
- Keep our patients' company; chatting to them, reading to them or assisting them in recreational activities if appropriate.
- Using your particular skills. For example, bring a musical instrument to entertain patients if there is time.

Skills and Personal Qualities

- Trustworthy and reliable.
- Excellent Communication Skills.
- Strong interpersonal skills, to deal with a diverse range of people.
- Good organizational skills.
- A flexible and non judgmental approach to people and work.
- Enjoy working as part of a team.

Harlington Hospice, Lansdowne House, St Peters Way, Harlington, Hayes, UB3 5AB

General: 020 8759 0453 | 24/7 Advice & Support: 020 3824 1268 | Fundraising: 020 8106 9222

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Dress Code

Appropriate dress for the role to reflect the professional image of the Hospice. A volunteer badge must be worn.

Training and Support

- Volunteer Induction Programme which includes Mandatory Training which should be completed prior to starting. Preference for online mandatory training is also available.
- Shadow a volunteer or a health care assistant.
- Debrief at end of shift if required.
- Hospice newsletter.

Disclosure and Barring Service Certification

Standard Disclosure required.