



Spina Bifida Hydrocephalus Ireland

SHINE – Care & Activity Volunteer

Roles and Responsibilities

Care & Activity Volunteers arrive on the Friday morning and stay onsite until the following Friday morning. There are 10 care & activity volunteers on each week and 15 participants. New volunteers are paired with experienced volunteers where possible. As the camp is residential, dormitory accommodation is provided for care & activity volunteers. A summary of the responsibilities of care and activity volunteers is as follows:

- Promote and facilitate participants' independence – take a step back in order to allow each participant to try activities as independently as he/she can (i.e. to set table themselves; to blow dry own hair; to use an ATM etc.)
- Positively reinforce participants progress throughout the week and assist participants with their individual goals
- Encourage & support participants to take part in a Multi Activity Programme. The whole team are expected to get involved in all activities
- Assist participants with personal care (i.e. showering, toileting, dressing etc.) where necessary – personal care needs are varied depending on the participant. Participants will tell you what their needs are and nursing staff and OT's are there for full support and guidance.
- Keep to a Buddy Programme – 2:3 ratio at all times – 2 volunteers work together with 3 participants.
- Ensure safety and wellbeing of participants
- Report to coordinators
- Be familiar with, and implement SBHI participant-care policy at all times
- Attend team meetings as required
- Help out with kitchen duties (setting and clearing dinner table, washing up/filling dishwasher, brushing floor – according to roster)
- Get involved in activities and have fun

Typical Day volunteering on SHINE as Care & Activity Volunteer

8am Rise & SHINE – Carry out personal care duties with allocated participants

9.30am Breakfast – Assist your participant as required organising breakfast etc., help out with kitchen duties

10.30am–1pm – Get involved in morning activities and have fun, encourage participants to take part, promote and facilitate member’s independence, work on goals with participants, assist where necessary, stay with participants on trips out

1pm – 2pm Lunch - Assist your participant as required organising lunch etc., help out with kitchen duties, carry out personal care with participants as required.

2.30pm – 5.30pm - Get involved in afternoon activities and have fun, encourage participants to take part, promote and facilitate member’s independence, assist where necessary, stay with participants on trips out

6pm – 7pm Dinner - Assist your participant as required organising dinner etc., help out with kitchen duties, carry out personal care with participants as required.

8pm – 10pm - Get involved in evening activities and have fun, encourage participants to take part, promote and facilitate member’s independence, assist where necessary, stay with participants on trips out

11pm – Assisting participants with personal care at bed time

Things to Remember:

- **Get involved & have fun 😊**
- **Your allocated participants are your responsibility for the duration of each day – wellbeing and safety of participants is paramount**
- **Volunteer breaks will be organised and facilitated throughout the week by the coordinator on duty.**

Further information on the role is provided on the training days which all new volunteers and staff must attend prior to the beginning of SHINE. Training also includes Manual/patient handling training and information on the following: SBHI and services; SHINE; Code of Good Practice, Child/Client and Worker Protection Policy; Disability Awareness and Personal Care.

To become a SHINE Care & Activity Volunteer you must:

- **Be 18 years of age or older by 1st March prior to SHINE starting**
- **Have a positive and enthusiastic attitude**
- **Be a caring, hard-working, responsible and compassionate person**