

**Volunteering Opportunity: Events & Awareness Volunteer**

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| **Organisation** | Hourglass |
| **About the organisation** | Hourglass is part of the well-established UK-wide charity, Hourglass (formerly Action on Elder Abuse), the only  UK-wide charity dedicated to calling time on the harm, abuse and exploitation of older people. We’re dedicated to promoting safer ageing and a fairer society for all older people; delivering a range of support services from prevention and early intervention, right through to direct support and recovery.  Hourglass are enhancing our community-led services to provide a range of support to help those who have experienced abuse or exploitation, as well as any older person who may be at risk. We’re therefore recruiting a team of volunteers to help us deliver frontline support to older people and others – can you help? |
| **Role title** | **Events Volunteer** |
| **About the role** | **This role is key to the development and delivery of Hourglass Northern Ireland’s awareness. An Events volunteer will help promote the charity whilst highlighting the work that we do. We hold/ take part in various events throughout Northern Ireland to promote the work we do and raise awareness & we need reliable volunteers to help promote us. Initial training will be given, & where available, a member of the community response team will accompany volunteers for all/ some of the day.** |
| **Location of position** | In person (working within the community). |
| **Responsible to** | Community Response Co-ordinator |
| **Support from** | Hourglass staff and volunteers |
| **Purpose of role** | To facilitate the development of strong and supportive relationships with and among older people through Hourglass Northern Irelands services |
| **Description of tasks** | * Promoting the work of Hourglass Northern Ireland & raising awareness of issues around safer ageing and abuse of older people * Signposting people to Hourglass’ services like our helpline or regular Safer Ageing Support Service. * Distributing leaflets and other promotional material. * Using local contacts to increase our awareness and deliver more events I.e. speaking to potential venues about hosting an event. * Supporting other volunteers as and when needed. * Other tasks may be undertaken in line with volunteer’s skills and interests, and the needs of the charity and those we serve. |
| **Time commitment** | Flexible (from 1 hour per week) |
| **Skills and qualifications** | * Ideally looking for someone with relatable & professional experience such as, but not limited to, those from a care, finance, education, legal, HR, engineering or professional services background. * demonstrate commitment to Hourglass’s ethos of “Safer Ageing, Stopping Abuse”. * demonstrate an understanding of the experiences of and issues affecting older people * are reliable and able to commit to the agreed hours, as well as initial training * display patience, sensitivity, and resilience * can maintain confidentiality and deal appropriately with sensitive issues * have the ability to listen patiently and constructively, and provide advice and guidance in a non-judgemental manner * can recognise and work within personal and organisational boundaries |
| **Training and support** | Full training and support will be given as appropriate, with further opportunities for learning and development. We will cover all out-of-pocket expenses, and arrange regular support meetings with other volunteers and staff. |
| **Benefits to the volunteer** | Our volunteers will join a dynamic organisation, helping us shape our work to empower older people to experience safer ageing. Benefits include:   * access to a range of training courses and events * one-to-one support, and support/networking with other volunteers * building a network of friends and contacts in your local community * give your time, talents and skills for the benefit of vulnerable older people & their families * valuable experience of volunteering that you can add to your CV |

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| **Offer of role is subject to** | * Minimum age 18 years + * Informal interview * Personal reference checks * DBS/PVG/ Access NI criminal records checks (if required) |

Roles and objectives in the charity may change or develop and volunteers are expected to be prepared to work flexibly in response to changing needs. All volunteers are required to operate in accordance with the charity’s values, policies & procedures.

**Further information:**

Please contact the Hourglass team on;

[volunteers@wearehourglass.org](mailto:volunteers@wearehourglass.org)

**Applying for this position:**

If you’d like to apply for this position, please complete and return the application form to: [volunteers@wearehourglass.org](mailto:volunteers@wearehourglass.org)