

Cancer Council Tasmania

Volunteer Position Description

Position Title:	Walking Support Group Volunteer
Department:	Cancer Support Services
Location:	Various -Hobart Surrounds
Status - Hours:	Volunteer – 2-3 hours twice month monthly
Reports to:	Southern Cancer Support Coordinator
Last Review Date:	May 2022

Key Purpose of the Volunteer Role

This role is to ensure the Walking Support Group is providing gentle exercise and effective social support to all of its members.

Our Organisation

CCT is a charity working to minimise the incidence and impact of cancer on all Tasmanians through advocacy, raising awareness of cancer prevention and offering support and information for anyone affected by the disease.

CCT's vision is for a cancer free future. Our mission is to minimise the incidence and impact of cancer on all Tasmanians. The values underpinning our work are; *generosity, integrity, collaboration, courage and innovation.*

Volunteer Role Responsibilities

- Ensure the Walking Support Group is providing gentle exercise and effective social support to all of its members.
- Where relevant, refer clients to CCT Support Staff if they are distressed or requesting emotional, psychosocial and/or mental health support.

- Welcome new members and help facilitate smooth induction into the group.
 - Manage confidential client information provided by CCT for the purposes of contacting clients where necessary, as required by CCT staff.
 - Record attendees at each walk and provide this information to CCT staff. Manage client screening as required.
 - Carry backpack provided by CCT with walk equipment such as a telescopic walking stick, a basic first aid kit, water and sunscreen.
 - Oversee the provision of up to date information of relevance to the Walking Support Group from CCT staff.
 - Work with relevant regional support staff to ensure the continued development and clear direction of the walking support group.
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Position Requirements

- Participation in training and induction process (training consists of one day Support Training and specific Walking Support Group Training).
 - Providing non-judgmental and sensitive social support to members of the Walking Support Group.
 - Adhere to and maintain strict confidentiality requirements.
 - Dependability, reliability and commitment.
 - Willingness to undertake training.
 - Professional presentation in manner and attire, neat and tidy.
 - First Aid Certificate.
 - Up-to-date with COVID-19 Vaccinations.
 - Take responsibility for own personal needs for support, debriefing and self-care.
 - Current Working with Vulnerable People Card preferred.
 - Non-smoker preferred.
 - Current drivers' license preferred.
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Selection Criteria

The selection criteria outline the skills, experience and behaviours that are necessary to successfully carry out the voluntary role.

1. Well adjusted to the personal experience of cancer either directly or as a carer OR to the idea of working with those who are impacted by cancer either directly or as carers.
2. Highly motivated interest in the area of cancer and a willingness to learn more.
3. A strong desire to assist individuals in their current experience with cancer.

4. Well developed interpersonal, oral communication skills and excellent listening skills
5. A moderate level of fitness.
6. Professional presentation in manner and attire, neat and tidy.
7. Computer skills, particularly accessing emails and attaching documents.
8. Accept and endorse the values of CCT; demonstrated ability to uphold the values of CCT through their own behavior and make a positive contribution to team and workplace culture and practice.