

New Volunteers - Programme Details

Details		Timing	Requirements/Notes	
Compulsory	1	Application pack sent		
	2	Application received back	<ul style="list-style-type: none"> • Arrange Interview 	
	3	Interview		
	4	Apply for references	<ul style="list-style-type: none"> • One must be current/previous employer • Must be professional - Not friends 	
	5	Volunteer apply for CRB	<ul style="list-style-type: none"> • Use Volunteering bureau to complete form • Volunteering bureau invoice us 	
	4	CRB Check received	<ul style="list-style-type: none"> • Copy to go on volunteers file 	
	5	Memory Day Taster - Group Carer	4 x year	<ul style="list-style-type: none"> • 3 day course not a requirement • must have CRB and references to attend
	6	3 Day Training	Termly/3 x year	<ul style="list-style-type: none"> • CRB & references prior to start of course • Photographic ID required with CRB • Incorporates Memory Day • FREE
	7	Memory Day	4 x year	<ul style="list-style-type: none"> • Initially as a group carer • Progress to group worker
Optional Courses	Family Visits Course		Termly/3 x year ½ day course	<ul style="list-style-type: none"> • Completed 3 day volunteering course • Receive a support pack • FREE to volunteers
	Lead Assessor/Memory Day Group Leader		Annually ½ day course	<ul style="list-style-type: none"> • Receive a support pack • 2 skill sets amalgamated into the one session • Completed 3 day volunteering course • Receive a support pack • FREE to volunteers
	Teenage Group Worker		Ad Hoc/Informal	<ul style="list-style-type: none"> • Completed 3 day volunteering course • Support Group Leader • FREE to volunteers
	Teenage Group Leader		Annually Support pack	<ul style="list-style-type: none"> • Responsible for organising the session • Interview • Guidance on using toolkit/support pack • Completed 3 day volunteering course • FREE to volunteers
	Parents Group Worker		Ad Hoc/Informal	<ul style="list-style-type: none"> • Idea is that parents will facilitate their own group • Guidance on facilitating the group • Completed 3 day volunteering course • FREE to volunteers
	School Group Worker		Ad Hoc/Informal Support pack	<ul style="list-style-type: none"> • Interview • Guidance on using toolkit/support pack • Completed 3 day volunteering course • FREE to volunteers
	Telephone Support Worker		Termly/3 x year Support pack	<ul style="list-style-type: none"> • Completed 3 day volunteering course • Guidance on using toolkit/support pack • FREE to volunteers
	Pre-Bereavement Worker		Annually 1 day course	<ul style="list-style-type: none"> • Completed 3 day volunteering course • FREE to volunteers
	Penhaligon's Ambassador		Ad Hoc/Informal Support pack	<ul style="list-style-type: none"> • interview • Guidance on using toolkit/support pack • Completed 3 day volunteering course • FREE to volunteers
Specialised Opportunities				
	Level 1 & 2 Training		<ul style="list-style-type: none"> • Professional Development • Undertake one to one work • CHARGEABLE 	
	Making One to One Visits		Sept 2013 onwards	<ul style="list-style-type: none"> • Completion of level 1 & 2 training - chargeable • Interview to determine appropriate/skill set
	Placements		Sept 2014 Then Annually	<ul style="list-style-type: none"> • Completion of level 1 & 2 training - chargeable • Interview to determine appropriate/skill set