

# VOLUNTEER ROLE STATEMENT



## INTERGENERATIONAL PLAYGROUP VOLUNTEER

### The City of Port Adelaide Enfield is:

A City that values its diverse community and embraces change through innovation, resilience and community leadership

### We have a plan to achieve our vision:

#### ECONOMY

*We are a thriving economy and a business-friendly City*

#### COMMUNITY

*We are a safe, vibrant, inclusive and welcoming City for our residents, businesses and visitors alike*

#### ENVIRONMENT & HERITAGE

*We are a low carbon, water sensitive and climate resilient City and our built heritage is protected, embraced and celebrated*

#### PLACEMAKING

*We are a unique and distinctive collection of active places, created and cared for through strong partnerships*

#### LEADERSHIP

*We are an innovative, collaborative and high performing leader within local government*

### We value our constructive workplace culture:

That is supportive, takes on challenges, seizes opportunity, builds great relationships and is proud of what we deliver for our community. We inspire people to be creative, grow and learn. We place no limits on what we can achieve.

### The position is:

<b>Position Title</b>	<b>Intergenerational Playgroup Volunteer</b>		
<b>Department &amp; Section</b>	<b>Community Development</b>		
<b>Team</b>	<b>Children, Youth &amp; Families</b>		
<b>Reporting to</b>	<b>Children, Youth &amp; Families Leader</b>		
		<b>Prescribed Position:</b>	<b>YES</b> <input checked="" type="checkbox"/> <b>NO</b> <input type="checkbox"/>



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## **How does this position contribute to our community?**

- To act as a link between Council and the community
- To provide connections between children, parents/caregivers and older residents in a safe, secure and positive environment

## **What does the position do?**

- Assist with the set up and pack up of the playgroup equipment for each session
- Assist with organising activities
- Participating in activities with the children and older persons
- Interact with the children, parents/caregivers and older persons talking to them and making everyone feel welcome and included during the sessions

## **What outcomes does the position deliver?**

- Children, parents/caregivers and older persons gain social connections
- children, parents/caregivers and older persons have fun and learn in a safe and secure environment
- Appropriate information management practices are implemented
- A child safe environment is maintained and promoted
- Other reasonable duties as required are undertaken

## **The behaviours we expect the position to contribute to our workplace are:**

- Effective communication and information sharing
- Good problem solving and decision making
- Enthusiasm and optimism to complete tasks
- A passion for personal development and improvement
- Innovative thinking and a courage to try new ideas
- Adaptability to new ideas and concepts
- Interpersonal skills that build good work relationships
- A drive to help and coach others to unlock their potential
- Reliable and committed
- Be customer driven
- A commitment to improvement

## **Experience**

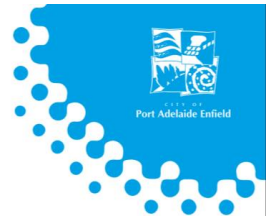
- No previous experience working with children is required
- You need to love being around and interacting with children, parents, grandparents & caregivers and like to have fun while you're volunteering

## **Knowledge**

- No previous knowledge of with working with children is required

## **Requirements and Conditions**

- National Police Check
- Working with Children Check



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- Working with Vulnerable People Check

## **Our Safety and Return to Work Commitments**

- Take reasonable care for their own health and safety.
- Take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons.
- Comply, so far as reasonably able, with any reasonable instruction that is given to ensure his or her safety.
- Co-operate with any reasonable WHS policy or procedure relevant to their work.
- Participate in the RTW process if injured at work as set out in the Return to Work Act 2014.

Volunteer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_