

AVSED

NUNROYD PAVILION, NUNROYD PARK,
YEADON, LS19 7HR

0113 250 1702 INFO@AVSED.ORG.UK

REGISTERED CHARITY: 1165792 REGISTERED COMPANY: 9882948

VOLUNTEER ROLE PROFILE – PASSENGER ASSISTANT



Role Profile: AVSED is an older person's charity based in Yeadon, and covers the Aireborough boundary (Yeadon, Guiseley, Rawdon, and a small portion of Apperley Bridge). We have 3 accessible minibuses which we use to help transport members to our regular activities at our base in Nunroyd Park, take on trips and outings, or loan out to third party organisations like care homes or local churches etc.

Our Aim: The aim of this role is to provide support to the minibus driver whilst out on the collection and drop off routes. From being a welcoming face to the members and keeping them company on the bus, to assisting the drivers with minibus doors, greeting members at their homes, making sure they get back in their houses safely and helping members with higher mobility needs to get on the buses using the tail lifts. Your role would also include helping to put seat belts on members and making sure that any mobility aids are carefully stored on the bus so they do not move in transit.

Tasks and expectations:

- Excellent time keeping
- Friendly and welcoming face to our members
- Understanding of basic safeguarding and confidentiality
- Good listening skills
- Patience and understanding
- Interest in older people
- Ability to strike up conversations
- Own telephone to be an emergency contact when out on routes
- Ability to report back any concerns to the office

When required: Regular cover is needed Monday to Friday AM & PM and on an ad-hoc basis for trips, excursions and to cover holidays and sickness.

Minimum Commitment: Each round is approximately 1 – 1½ hours for collection and the same again for drop off. The break for activities can be 1½ -2 hours where you can either stay at the activity or leave to return ready for the trip home.

You can commit to one route a week or more if you have spare time.

Please note an Enhanced DBS is required for this role.

Contact Information: Michelle Phillips
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