



ARTS & CRAFTS VOLUNTEER

Patient Experience

Location

Various wards across hospital sites within the UHB

Reports to

Ward Manager/Activities Coordinator

Accountable to

Voluntary Services Team

Time Commitment

minimum of 2 hours per week for at least 6 months

Required Checks

*DBS (Criminal Records Check)
Occupational Health check
Two References*

Expenses

Reimbursed travel to/from location on day of volunteering

PERSONAL REQUIREMENTS

- To have excellent listening skills and be non-judgemental.
- To be confident when communicating with service users, visitors, staff and general members of the public.
- To be enthusiastic about the aims and work of Cardiff & Vale UHB.
- To display levels of empathy and understanding at all times.
- To be presentable, smart and always wearing UHB Volunteer uniform and ID badge.
- To recognise when to refer issues and questions to UHB staff.

OUTLINE OF DUTIES

Volunteers run art and craft sessions and support staff with pre-planned art and craft activities. These sessions often involve 1:1 engagement at the patient's bedside. On wards which also have day rooms, group sessions can also take place, and patients are invited to participate.

The focus of the sessions is the activity, engagement and participation itself rather than the finished piece of art or craft.

These sessions are not art/craft classes but provide an opportunity for patients to socialise, concentrate and to decide what they want to create and how they want to create.

The purpose of the sessions is to relieve boredom and stress, as well as to get creative, try something new and have meaningful activity.

You do not have to be an artist to apply for this role - we are looking for confident, enthusiastic and patient volunteers with an interest or hobby in arts or crafts.

MAIN TASKS

- To support meaningful engagement on the wards through creativity.
- To treat all patients with dignity, engage in general conversation and listen to them.
- To provide feedback to ward staff and volunteer staff.
- To inform staff if a patient appears unwell.
- To organise art and craft sessions. This includes liaising with staff about session times, identifying suitable patients and planning the sessions. It also includes the preparation of the room in the case of group sessions or preparing sessions for the bedside, tidying away and storing any arts and craft items at the end of each session.
- To encourage patients to participate in group activities.

Volunteers will be treated inclusively by the Voluntary Services Team and will be offered ongoing supervision and guidance.

TRAINING AND SUPPORT

Volunteers will need to undertake Cardiff & Vale UHB Training and Induction as well as an appropriate level of manual handling and violence and aggression training.

Training needs will be identified through the supervision process and met through Cardiff & Vale UHB Training Programmes.

IMPORTANT BOUNDARIES

This role does not include medical intervention, advocacy or counselling. This role does not involve shadowing clinical staff. Volunteers will not be carrying out any clinical tasks or clinical interactions.

BENEFITS TO THE VOLUNTEER

This role offers:

- Satisfaction of assisting others and providing an invaluable volunteer service to the Health Board and Community.
- Experience of working with a team.
- An opportunity to use your own experiences, skills and interests to help others.
- An opportunity to develop knowledge about communication difficulties.
- Reference on request (only available once you have volunteered for six months)

PERSON SPECIFICATION

Criteria	Essential	Desirable
Understanding the importance of confidentiality and following procedures	x	
Experience of working in a health care setting		x
Excellent communication skills	x	
Ability to speak Welsh		x
Ability to work on own initiative and as part of a team	x	
Reliable and punctual	x	
Enthusiastic and outgoing	x	
Experience of volunteering		x
Willingness to undertake training	x	
Available to volunteer for the required time shown	x	
Should have art/craft skills they can use with patients	x	

Kind and caring
Caredig a gofalgar

Respectful
Dangos parch

Trust and integrity
Ymddiriedaeth ac uniondeb

Personal responsibility
Cyfrifoldeb personol

