

**Volunteer Role Description –**

**Charnwood Musical Memory Box Assistant**

<b>Organisation Name</b>	Charnwood Arts
<b>Organisation Address</b>	27 Rectory Place, Loughborough LE11 1UW
<b>Telephone</b>	07865 068 464
<b>Email</b>	alison.mott@charnwoodarts.com
<b>Role Title</b>	<b>Charnwood Musical Memory Box Assistant</b>
<b>Sessions based at</b>	John Storer House, Wards End, Loughborough, Leicestershire, LE11 3HA
<b>Responsible to</b>	Beth Hartshorne, Arts and Wellbeing Coordinator
<b>Summary of role</b>	<p>Charnwood Arts are working in partnership with Leicester Musical Memory Box, delivering and facilitating interactive singing and music-based sessions designed for individuals and their loved ones affected by dementia.</p> <p>Charnwood Musical Memory Box aims to offer an opportunity for people who are affected by dementia to connect with others in a community setting, using an art form that is proven to help support brain functioning and memory, with the objective of improving social activity and subsequent personal wellbeing using music, playlists and singing activity.</p> <p>This volunteer role will assist the Leicester Musical Memory Box session facilitators in the delivery and support of the Charnwood Musical Memory Box sessions.</p>
<b>Expectations</b>	<ul style="list-style-type: none"> <li>● Arriving on time</li> <li>● Assisting set up. (This may involve assisting in setting up chairs and tables, if you are able to, signing in participants and providing refreshments to participants).</li> <li>● Participating and assisting participation during the session</li> <li>● Assisting tidy up</li> <li>● Assisting in feedback collection</li> </ul>

<b>Time commitment</b>	Approximately 4 hours a month for sessions. Sessions take place every second and fourth Tuesday of the month 1.45pm – 3.45pm (including setup and tidy up).
<b>Skills</b>	<p>Essential skills</p> <ul style="list-style-type: none"> <li>● Reliability</li> <li>● Good interpersonal skills</li> <li>● A desire to help people from all backgrounds participate in the arts</li> </ul> <p>Useful Skills and experience (not essential)</p> <ul style="list-style-type: none"> <li>● Knowledge or experience of supporting individuals affected by dementia</li> <li>● Knowledge or experience working with diverse groups with different needs</li> </ul>
<b>Training and support</b>	<p>Introductory orientation (1 hour) Volunteer Handbook Dementia Friends information session (1 hour – as available) Regular check ins with agreed role reviews</p>
<b>Reimbursement of expenses</b>	<p>42p per mile from home (Loughborough-based) Bus fares / car parking tickets with receipts will also be reimbursed</p>
<b>Benefits to the volunteer</b>	<ul style="list-style-type: none"> <li>● Gain knowledge and experience in using singing and music to support individuals affected by Dementia</li> <li>● Opportunity to develop new skills and interests</li> <li>● Chance to meet new people and be part of a team</li> </ul>
<b>Application procedure</b>	<ul style="list-style-type: none"> <li>● Application form</li> <li>● Informal interview</li> <li>● References</li> <li>● DBS check</li> </ul>