

July 26

Role	Book Trolley Volunteer – Bradgate Unit
Purpose	To take a book trolley around the wards within Bradgate Mental Health Unit.
Base	The Bradgate Mental Health Unit has seven wards within the Unit which the volunteer can access
Hours	One session per week approx. 2 – 2.5 hours
Reports to	Involvement Centre Co-ordinator (does not go around wards with volunteer) On individual wards the volunteer reports to the senior member of staff
Benefits of this volunteer activity	• Supports patients to develop their health, well-being and recovery • Opportunity to gain experience as well as new skills and knowledge • Opportunity to spend time doing something you can feel proud of • Improve your confidence • Opportunity to meet new people • References will be given to volunteers about their time in their placement
Exclusions	Volunteers are not expected to be involved in any of the following: • Moving and handling of patients • Patients personal care
Key tasks	Tasks may include the following: Take a selection of books around the ward on a trolley, and collect once they have finished reading Regular cleaning and disinfecting of books and the books trolley Maintain a stock of donated books in the store cupboard and when necessary work with Supervisor to advertise for books
Person Specification and Requirements	• Age 18+ is a requirement for this role. • Some experience and knowledge of mental health is required for this role • Good communication skills • Able to follow instructions • Willingness to help and work to time targets • Punctual and reliable • Enthusiasm for working with people and supporting them to improve their well-being and recovery • Able to work independently and as part of a team • Comfortable working in a fast-paced environment • Commitment to uphold trust core values and NHS policies

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Training and Support Needs	• Trust Mandatory Training – all training must be kept in date • Local trust induction and orientation • Any other mandatory training as specific by the trust An Enhanced DBS is required for this role. This is processed free of charge for volunteers.
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