Role	Ward Assistant
Purpose	To support ward staff in providing care for patients
Base	All Community Hospital Sites
Hours	2-3 hours a week (for at least 6 months)
Reports to	Ward Manager
Key tasks	**Tasks may include the following:** • Filling up water jugs • Taking the tea trolley around the ward for patients • Assisting with patient's meals; help with cutting up food and clearing away • Making beds • Sitting and chatting with the patients • Taking part in activities, such as jigsaws, games and reading
Exclusions	**Volunteers are not expected to be involved in any of the following:** • Moving and handling of patients • Patients personal care
Person Specification and Requirements	• Good communication skills • Able to follow instructions • Friendly and personable • Punctual and reliable • Able to work independently and as part of a team • Comfortable working in a fast-paced environment • Understanding of need for confidentiality • Commitment to uphold trust core values and NHS policies
Training and Support Needs	• Trust core mandatory training • Trust induction • 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.