



Elmbridge
Borough Council
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Community Support Services Volunteer Role Profile

Stroke Group Lead

Directorate	Community Support Services
Location	Weybridge Centre for the Community
Reporting to:	Weybridge Centre Manager
Client group:	People who have experienced a stroke
Specific duties:	<ul style="list-style-type: none"> • This is an affiliated group joined up to the Stroke Association. The Council is promoting this role of their behalf. However, the group meets and uses the Elmbridge Borough Council's Weybridge Centre for the Community building. • To attend the stroke group weekly • Organise 5 outings throughout the year to local places in the borough such as Garson's Farm using block booking through Elmbridge Borough Community Transport • Complete a Re-affiliation registration once a year for the Stroke Club Affiliation Scheme and complete necessary annual insurance details • To liaise with the Weybridge Centre manager in regards to new referrals, lunch bookings and transport for members • To liaise with Elmbridge Borough Council's Community Support Services officers to promote the stroke group. This may be through leaflets, posters, webpages, press releases and social media. • To manage information held on group members and keep information up to date. Adhere to data protection policy • To develop a programme of activities for the members to partake in • To raise any safeguarding issues if an issue presents itself • To liaise with treasurer on funds and bank account for the group • Ensuring funds are raised throughout the year so club continues to run • To pass on and distribute relevant information from partners and the stroke association received in the post or by email to the stroke group members
Would suit someone who:	<ul style="list-style-type: none"> • Enjoys working with people who have had a stroke • Has a calm and patient personality. • Wants to support their local community • Who is enthusiastic and prepared to take part in a variety of roles • Has had previous experience of working with people who have had a stroke (desirable)
Required skills:	<ul style="list-style-type: none"> • Good communication and organisational skills • Patience • Has worked with people who had a stroke (desirable)
Induction and training:	We provide a comprehensive induction programme and an ongoing training and awareness raising programme
DBS status:	A DBS check is required for this role and 2 references
Time of sessions:	The group runs every Monday 10am-1pm which includes an exercise class

	11am-11.45am
Commitment required:	<ul style="list-style-type: none"> To attend the stroke group weekly
Satisfaction:	<ul style="list-style-type: none"> This role is very rewarding. Contributing to a group that provides social and wellbeing support to those who have experienced a stroke
Contact information:	<p>Weybridge Centre Manager Weybridge Centre for the Community Churchfield Place Weybridge Surrey KT13 8DB Tel No: 01932 844391 Email Address: weybridgecentre@elmbridge.gov.uk</p>