

# Opportunities in Enfield October to December 2023



Find  
the right  
opportunity  
for you!

# Be a volunteer!

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## INSIDE: Lots of great roles for you to choose from...

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# Administration

## Assisting with patient surveys

*Location: Edmonton*

Volunteers are needed to carry out surveys by speaking to patients and helping them to answer questions on an electronic device. Volunteers should be non-judgemental and have good IT skills. Comprehensive training is provided and travel expenses are paid.

**Ref: 730**

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## Fundraising and admin activities

*Location: Winchmore Hill*

Volunteers are needed to assist with administrative tasks and support with fundraising activities for a local organisation supporting people with learning difficulties. Flexible times, preferably on Mondays, on an ad hoc basis. A DBS check is essential, training is given, and travel expenses are reimbursed.

**Ref: 1789**

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## Digital champion

*Location: John Jackson Library*

Digital champions are needed to help older people understand online communication. You will be working in small groups or one to one. This is an ideal opportunity if you have knowledge of smartphones, tablets or PCs and have the patience to share your skills with older people. Activities are supervised by a digital inclusion worker. A good knowledge of Microsoft Office is needed. A DBS check is essential. Travel expenses are reimbursed and training is provided.

**Ref: 1826**

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## Social media coordinator

*Location: John Jackson Library*

Are you passionate about social media and design? Volunteers are needed to help develop and manage the Health and Wellbeing Network social media platform to support and encourage people towards healthier and happier lives. DBS check is essential. Travel expenses are reimbursed, and training is given.

**Ref: 1820**

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## Foot healthcare administrator

*Location: Freezywater*

A day centre providing foot treatments

– ranging from toenail cutting to more complex treatments – for older people who are unable to look after their feet needs volunteers to assist the podiatrist with setting up clinics, making appointments, taking payments and assisting with completing health forms. You will have the opportunity to get training in providing basic treatments under the supervision of the podiatrist. Volunteers should preferably be available on Tuesdays or Fridays from 10am to 1pm. DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref: 1824**

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## Helping at drop-in centre

*Location: Green Lanes, Palmers Green*

A drop-in centre for over 50s needs volunteers for a range of tasks, including assisting with reception, preparing refreshments in the kitchen, running groups and classes, for a minimum of four hours per week. Training is given.

**Ref: 1752**

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## Administrators

*Location: Winchmore Hill*

Volunteers with an interest in mental health or who would like to enhance their knowledge are needed to assist the team with reception and administration duties. Volunteers should be willing to commit to a minimum of six hours a week. Training and travel expenses are provided.

**Ref: 951**

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## Quality checker

*Location: Lancaster Centre*

Enthusiastic volunteers who are current or former service users or carers are wanted to help collect views about the quality of services. This will involve visiting service users, either in their own homes or in care homes, and speaking to them about their experiences. This information will be used to coordinate and prioritise quality improvement work. There is a comprehensive induction programme and training. DBS check is essential and travel expenses are provided.

**Ref: 870**

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## Digital recording technician

*Location: Silver Street*

A local charity supporting people with sight impairment needs volunteers every Thursday between 7pm and 9pm to

record, produce and package up audio memory sticks. Volunteer recording technicians are needed to help set up equipment. You will be in charge during recording and upload the rushes to the production team. Individual involvement is once a month for recordists and readers, and on an ad hoc basis for helpers with production and packaging. Volunteers must have good IT skills, a keen interest in recording and good communication skills. Training will be provided.

**Ref: 1399**

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## Digital champions

*Location: Various locations in Enfield*

Volunteers with a basic knowledge of IT are needed to support and encourage older people to access the digital world. This is an ideal opportunity if you have knowledge of smartphones, tablets or PCs and the patience to share this with older people. Activities are supervised by a digital inclusion worker and a good knowledge of Microsoft apps would be necessary. You will need to be patient, empathetic and non-judgemental. You must be willing to commit at least two to four hours per week, with flexible times between 9am and 5pm, Monday to Friday. DBS check is essential. Training and travel expenses are provided.

**Ref: 1809**

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## Administration

*Location: Fore Street*

A local parental partnership offering support to families of children with special educational needs is looking for volunteers to provide admin support for their friendly team. Tasks include being the first point of contact, taking referrals, assisting with updating the database and with the design of publicity flyers. Volunteers should have good IT and communication skills and be willing to commit to seven hours per week during school time for a minimum of six months. Training, support and supervision is given and travel expenses are reimbursed.

**Ref: 150**

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## Administrative support

*Location: Nags Head Road*

A local advice agency needs volunteers to support the team with reception and admin. Tasks include dealing with general enquiries, handling telephones, giving out leaflets, registering members of the public and allocating appointments. Volunteers should have good customer service and

communication skills and must be willing to commit at least two days a week, for a minimum of six hours. Training is given and travel expenses are reimbursed.

**Ref: 1413**

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## **IT support**

*Location: Nags Head Road*

As an IT support volunteer you will help staff and volunteers with day-to-day IT issues, for example, trouble with logging on, connecting to WiFi, finding files etc. You might deliver one-to-one or group training on software such as Microsoft Excel or Google docs, or write instructions for basic IT tasks. Travel expenses are reimbursed and training is given.

**Ref: 1762**

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# **Advice and support**

## **Supporting victims of crime**

*Location: Wood Green Crown Court and Snaresbrook Crown Court*

Enthusiastic volunteers are needed to join the team to offer practical and emotional support to victims and families when they come to court. You'll give them information about the process, as well as emotional support to help them feel more confident when giving evidence. No knowledge of court processes is required as full training is given. Volunteers must be willing to commit to 12 months and it is mandatory to complete three months' accredited training. Volunteers must be available once a week from 9am to 5pm on weekdays. Reasonable travel and lunch expenses reimbursed.

**Ref: 1785**

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## **Volunteer advisor/advocate**

*Location: Fore Street*

A charity providing support to disabled people and their carers is recruiting a volunteer advice and advocacy support worker for an independent living service. You will offer advice and information on disabilities and welfare benefits, and help with benefit forms. Volunteers will have their own allocated clients and manage their caseload. You must be willing to commit two days, any time between 10am and 3pm. DBS check is essential. Training is given and expenses are paid.

**Ref: 1774**

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## **Advice line assessor**

*Location: Nags Head Road*

Advice line assessors undertake telephone assessment interviews to identify the next steps in a client's particular circumstances. The role is a dynamic and focused one that requires holders to have key skills. It can be performed by a person new to the bureau, someone developing from a reception or information assistant role, or by an advisor with further training.

**Ref: 1263**

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# **Befriending and mentoring**

## **Parent and Carer Champion**

### **Network volunteer**

*Location: various locations in Enfield*

The Parent and Carer Champion Network allows parents and carers to receive peer support from other parents or carers. Volunteers should be available for a minimum of eight hours a month to support parents and carers in exploring issues that may affect them and their children, in one-to-one settings. You will empower parents to solve problems, help them discover new ways to parent, encourage them to trust and engage with professionals and to grow in confidence as parents. A DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref: 1782**

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## **Mentor young refugees and asylum seekers**

*Location: various locations in Enfield*

A mentoring project for young refugees and asylum seekers aged 16 to 25 is recruiting dedicated volunteer mentors to provide holistic, needs-led support, in a local café or public place, for up to two hours, preferably once a week, for a minimum of six months. A DBS is needed and travel expenses are reimbursed. Training is given.

**Ref: 1783**

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## **Youth mentors**

*Location: Enfield*

Volunteers with a keen interest in working with youth or experienced youth workers are needed to be part of a motivated, enthusiastic team that supports young people to achieve their goals in life. You will mentor young adults to improve their

social skills, by listening to their concerns and using a solution-focused approach to help them move forward. Volunteers will be given comprehensive training and must be willing to regularly commit a few hours for two or three days per week. A DBS check is essential.

**Ref: 1784**

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## **Befrienders**

*Location: various location in Enfield*

A local charity supporting older people is recruiting befrienders – caring and friendly individuals, who are willing to spare an hour or so each week, with flexible times, to visit an older person close to where they live. The only qualification needed is a listening ear and kindness. DBS check is essential and training and ongoing support will be given.

**Ref: 1821**

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## **Telephone befriender**

*Location: Freezywater*

A local charity supporting older people is seeking volunteers for its telephone befriending service, making a phone or Zoom call to an older person for about an hour a week. The aim of these chats is to help the older person feel more confident and connected. Befrienders can also be a link to services that can support the older person's wellbeing. Enthusiastic and friendly volunteers are needed. DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref: 1822**

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## **Mentors**

*Location: Towpath Road*

Volunteer mentors are required to assist a local charity offering support to young people with mental health issues in the community and in school. You will listen out for any situation they may be struggling with, empowering them to help them reach their full potential. Accredited training is given towards a level 3 mentoring qualification and support is provided. DBS check is essential. Training and support are given and travel expenses are reimbursed.

**Ref: 846**

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## **Women's support worker / lead outreach volunteer**

*Location: Edmonton*

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A charity is looking for female volunteers to befriend women involved in prostitution and support them to overcome the challenges that limit their choices. You will provide a confidential, non-judgemental initial contact with vulnerable women, hand out supplies and make referrals to other services and must be available on Tuesday and Thursday from 9pm to 11pm. DBS check is essential, full training and support is given and travel expenses are reimbursed.

**Ref: 1725**

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### **Befrienders**

*Location: Enfield*

A national charity supporting people with brain injury, recovering from a stroke, living with dementia or with mental health issues is looking for volunteers to befriend two clients, for a maximum of two hours per week. You must possess good communication and interpersonal skills and have the ability to listen and respond to the client without making judgements. The role requires two references and a DBS check is essential. Induction and training are given and travel expenses are provided.

**Ref: 1817**

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### **Mentor**

*Location: various location in Enfield*

Enthusiastic volunteers with previous experience of mentoring young people are required for a local youth justice service. You will engage young people referred to the scheme, arranging initial contact and subsequent sessions at a mutually agreed venue and time. You should be available for minimum two hours a week across a 12-month period. No experience necessary, as full training is provided and travel expenses are paid. DBS check is essential.

**Ref: 1803**

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### **Buddy and escort**

*Location: Various locations in Enfield*

A children's social care access team needs volunteers to escort looked-after children from their placements to schools in the mornings and afternoons, and to contact arrangements and activities in the evenings and weekends, including during school holidays. Volunteers are required to ensure the child's safety going to and from their appointments while building a positive and encouraging relationship with the young person. They must also



ensure that the child is returned to a responsible adult at the end of the day. You will comply with safeguarding policy and procedures. DBS check is essential. Travel expenses are provided.

**Ref: 1766**

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### **Association visitor**

*Location: Enfield*

Volunteers aged over 18 with good listening and communication skills are needed to support the team to befriend people affected by motor neurone disease (MND). You will offer emotional support and provide information to people living with and affected by MND, their carers and families, help people make informed choices, access appropriate services or support and explain how the association can help.

**Ref: 213**

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### **Volunteer panel member**

*Location: Edmonton*

A local service that works with young offenders and those age 10 to 17 who are at risk of offending is looking to recruit volunteers to sit on a Youth Offending Panel. The panel meets young offenders who have been given a referral order by the court and then decides on a programme that will assist the young person not to reoffend and make a positive contribution to the community. Volunteers should be available one evening a week, preferably Monday to Thursday, from 5.30pm to 8pm. DBS check is essential and travel expenses are paid.

**Ref: 368**

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### **Health and wellbeing befriender**

*Location: various locations in Enfield*

Volunteers aged over 18 with experience of managing health conditions are needed to befriend clients as part of a health and wellbeing network. You will work with practitioners to ensure a warm welcome, then engage with and support newly referred clients through regular contact over three-month period. DBS check is essential. Training and support given.

**Ref: 1749**

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### **Health and wellbeing buddy**

*Location: Different location*

Volunteers aged over 18 are needed to provide support to carers and their families in managing and preventing health conditions. You will be matched with clients to help them create a simple support plan and achieve the outcomes. You should be available two hours a week over a 12-week period. You will also support staff and promote the health and wellbeing network. DBS check is essential. Training and support is given.

**Ref: 1750**

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## **Charity shops**

### **Charity shop assistant**

*Location: Enfield, Oakwood and Waltham Cross*

Volunteers are required to join a friendly team to assist in the day-to-day running of the shops and maximise sales. You will have a courteous manner and a good standard of personal presentation. You will be a confident individual who enjoys meeting and greeting the general public and who appreciates the value of teamwork and good customer care. You should be available for a minimum of one four-hour shift each week.

**Ref: 1802**

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## **Children and young people**

### **Assisting a toddler group**

*Location: Fore Street, Edmonton*

A community centre is looking for volunteers to support its playgroup or nursery, preferably on Tuesdays from 9am to 12pm. Volunteers should have experience in childcare. A DBS check is essential. No

experience is needed as training is given, and travel expenses are reimbursed.

**Ref: 1466**

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### **Home support volunteer**

*Location: various location in Enfield*

Volunteers will have the rewarding opportunity to directly support children with life-limiting or life-threatening conditions and their families. As a home support volunteer, you'll be directly helping one of our families in their home. You could be helping an ill child's sibling with their homework, playing with children to give the parents a break or supporting the family on a day trip out. We will provide you with the training and support you need.

**Ref:1781**

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### **Children's club activities**

*Location: Enfield Island Village Trust*

As a volunteer assistant, you will help make a positive impact on children's lives. You must be enthusiastic, willing to learn new skills, reliable and have a friendly and approachable manner. Volunteers will work alongside an established staff team and have the opportunity to get involved in either community stay and play (age 0-five), after-school club (age four-11) or youth club – an ideal opportunity for a newly qualified youth worker or children's worker to develop programmes and activities with other youth workers, preferably once a week. DBS check is essential. Flexible times are available. Training and support will be provided.

**Ref:1800**

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### **Assistant leader / helper / supporter**

*Location: Southgate*

Could you motivate, inspire and make a real difference to Girlguiding in your local area? Assistant leaders are needed to help our team run a wide variety of activities for girls aged four to 19, on a weekly basis in the evenings during term time. Volunteers will help the girls to learn, grow, develop skills, build confidence, be listened to and have fun. Activities vary from games, sport, cooking and healthy eating to learning and gaining badges. Older girls can work towards qualifications including the Queen's Guide and Duke of Edinburgh awards. You don't need any special qualifications – just enthusiasm and a willingness to learn.

You will receive support and training, including in safeguarding, have fun and develop lifelong friendships as part of a worldwide organisation. DBS check is essential. Training is given.

**Ref: 1292**

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### **Play worker**

*Location: Walkers Cricket Ground*

A local children's club is looking for a volunteer play worker to work alongside an established childcare team. The role would suit someone who is keen to make a difference in a child's life. You will work with children who have special educational needs and/or disabilities, alongside children in mainstream. Access to training opportunities will be provided to volunteers.

**Ref: 1707**

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### **Play worker assistant**

*Location: Salisbury Road*

An after-school club providing activities during term time and summer holiday kids' camp services is looking for a play worker assistant with experience or qualification in childcare to join the small team. Duties include laying out activity equipment and tidying it away, helping to lead art and craft activities, offering appropriate support to children and implementing children's centre policies. DBS check is essential. Times are flexible and training is given.

**Ref: 1715**

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## **Cooking and food**

### **Meet and greet patients**

*Location: Edmonton*

Friendly volunteers with good communications skills are required to meet and greet patients undergoing hospital treatment, offer them tea and coffee and have a little chat for three hours a week.

**Ref: 1027**

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### **Be a dining companion**

*Location: Edmonton*

A local hospital needs volunteers with good communication skills, and a patient and friendly manner to help at mealtimes by distributing meals, making drinks, feeding patients and talking to them.

Volunteers are needed two days a week. Flexible times are available. Volunteers must undergo a DBS check. Full support, training and induction is given.

**Ref: 985**

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### **Kitchen assistant**

*Location: Freezywater*

A day centre running a lunch club for older people needs volunteers to join its friendly kitchen staff. The role would suit someone with an interest in the catering industry. You will assist the cook with the preparation, cooking and serving of hot, nutritious meals, prepared fresh on the day for about 50 people every Friday. Full training is provided. DBS check is essential and travel expenses are reimbursed.

**Ref: 1825**

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### **Cafe assistant**

*Location: Claverings Industrial Estate*

A busy community cafe for people receiving treatment or recovering from drug or alcohol abuse is looking for volunteers on Monday to Friday from 9am to 1pm. Volunteers will assist in setting up the rooms, preparing light refreshments, service to customers, clearing and general tidying and get involved in activities. Training is given on basic barista skills. Please note, due to the nature of our clients, the organisation is unable to accept applications from people with mental health issues or from people suffering from untreated addiction. Travel expenses are given and a DBS check is essential.

**Ref: 937**

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### **Pantry support assistant**

*Location: Edmonton Green and Enfield Town Library*

You will assist the pantry manager in the day to day operating of the community pantry, welcoming members and assisting them with the checkout process. You will also help manage the flow of food, including working with partners who donate food, ordering from suppliers, receiving deliveries and managing stock, ensuring the pantry is clean, well organised, and complies with food hygiene and HCCAP. Accredited training is given on level 2 food hygiene, "Worrying About Money" toolkit training, advanced referral training, manual handling and conflict resolution. DBS check is essential.

**Ref:1701**

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# Counselling

## Volunteer counsellor

*Location: Fore Street, Edmonton*

A local charity providing counselling services and supporting children and young people aged from five to 18, who are at risk of mental health issues and may have special educational needs. Volunteers must be qualified child or adolescent counsellors or training to become qualified, and have done at least 12 hours of personal therapy. Volunteers should be prepared to work with children in a school setting in Enfield, Haringey or Waltham Forest or be experienced in providing online sessions. You should be available for between an hour and a half to seven hours a week. Supervision will be provided. Enhanced DBS check and references are essential. Travel expenses are given.

**Ref: 1780**

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# Drivers

## Volunteer escort

*Location: Ponders End*

A local organisation providing support and care to improve the quality of life for older Asian people needs volunteers to escort and accompany clients with dementia, to help them to activity centre on Thursdays. Hours are flexible and expenses are paid.

**Ref: 834**

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## Occasional driver

*Location: Enfield*

A volunteer driver is needed to collect older people from home one Sunday afternoon a month, and take them to a volunteer host's home, where they join a small group for tea, talk and companionship. The group is warmly welcomed by a different host each month, but the charity's drivers and older guests remain the same. Your commitment as a driver will be greatly appreciated by the older people. In return you will enjoy Sunday afternoon full of fun and laughter.

**Ref: 644**

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## Volunteer driver

*Location: Ridgeway Library*

Volunteer drivers are needed to help us deliver books from libraries to housebound individuals. The delivery

rounds will be to multiple addresses and will need to be done within a pre-scheduled two-hour window during weekday library hours, between 10am to 2pm. Tasks include taking the books from the library, delivering to no more than six addresses in a certain radius and collecting returned books from readers.

**Ref: 1662**

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## Driver's mate

*Location: Enfield*

You'll join one of our regular volunteer drivers on a delivery and collection route. This role involves helping to load and unload the van, navigating (often with a satnav), and dealing with administration. Meeting the charities and suppliers is a great chance to see who we work with and our impact on the community.

**Ref: 1566**

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## Part-time driver

*Location: Enfield*

Occasional drivers are needed to drive and collect surplus food, and to deliver good food to charities who provide services such as food banks and community kitchens. You'll be driving on set routes accompanied by a driver's mate who will support with navigation. You'll be meeting charities and suppliers. Training will be provided.

**Ref: 1567**

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# Education

## Are you interested in teaching?

*Location: Online*

A charity supporting students from disadvantaged backgrounds to access university is looking for volunteers who are either studying for an undergraduate degree or qualified professionals. You will tutor GCSE or A-level students aged 14 to 18, online, for an hour a week during term time to support them with their academic studies. No prior teaching or tutoring experience is necessary. You will be given comprehensive training and induction. Enhanced DBS check is essential.

**Ref: 1794**

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## Dance, drama and arts with kids

*Location: Salisbury House, Edmonton*

Volunteers are needed for a few hours on a Friday evening during school term time (September to May) to help a local

supplementary school supporting the Turkish community. Volunteers should be able to set up and organise arts and cultural activities, and help children in school key stage 1 develop numeracy and literacy skills. This would be ideal for volunteers with experience in childcare or teaching skills in music and dance. DBS check is essential and full support is given.

**Ref: 584**

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## Educational mentors

*Location: various libraries*

A national charity providing educational support to young refugees is seeking volunteers to work with unaccompanied minors, refugee and asylum-seeking children, and young survivors of trafficking aged between 14 and 25 years old. Volunteers must have experience of working with young people and preferably be available during weekdays for a minimum of two hours a week, for a minimum of six months. Sessions take place either in a public library local to the young person or a cafe. DBS check is essential. Training and support are given and travel expenses are paid.

**Ref: 1827**

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## Maths assistant

*Location: Ponders End*

Volunteers with good interpersonal and numeracy skills are needed to work one-to-one with children to help them improve their confidence in their maths skills and ability. Sessions are weekly, in school time but outside the classroom, and for a maximum of one hour. DBS check is essential. Training and support are given and travel expenses are paid

**Ref: 1831**

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## Volunteer tutor

*Location: Hertford Road*

A supplementary school is looking for teachers currently in education, teachers who may not want to work in school full-time, recently retired teachers, professionals or students who want to volunteer their time to help pupils succeed. Having a passion for teaching and knowledge of maths, English or science is essential. You will be tutoring face-to-face for two hours a week during school term time. Lessons should be delivered consistently at the same time each week. DBS check is essential.

**Ref: 1716**

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# Environment

## Growing food in a community garden

*Location: Meridian Waters*

Volunteers will help maintain and improve the biodiversity of the garden by improving the existing habitat and creating new ones. You can learn about conservation practice and get involved in your local community. The weekly sessions are three to four hours long. You will plant trees, grow vegetables and fruits, create wildflower meadows and more. Training and equipment are provided – you don't need any experience.

**Ref: 1742**

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## Join the community garden

*Location: Bush Hill Park station*

Local volunteers are maintaining a community garden near the station and creating an inviting environment. It boasts a wildflower meadow, a gravel garden and a vegetable bed. The groups welcomes volunteers of all skill levels to join the team for two hours each Thursday afternoon. You will contribute to the local area and learn more about gardening.

**Ref: 1828**

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## Gardening

*Location: Carterhatch Lane*

Volunteers with experience in gardening are needed to help people with learning disabilities take part in gardening activities. You will teach tasks like weeding, planting, and pruning in their community space once a week, for a minimum of three hours a week. DBS check is essential, tools are provided and travel expenses are reimbursed.

**Ref: 1829**

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## Gardening

*Location: Forty Hill*

Volunteers are needed to assist in maintaining a Grade 1 listed site and make it pleasurable for visitors. Tasks will involve hoeing, weeding, pruning, planting, conservation work and litter picking. Volunteers should be available either on Tuesday or Thursday mornings.

**Ref: 917**

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## Gardening

*Location: Bury Street West*

Volunteering with a community group in the award-winning local park, tending rose beds and other beds and borders, as planting, weeding, edging, fertilising, dead-heading and pruning. This will involve only one morning per week, throughout the year, and there is something for almost anyone, regardless of fitness level or gardening knowledge or skills. A council gardener is always on site to provide support and guidance.

**Ref: 1668**

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## Volunteer at a vineyard

*Location: Forty Hall*

A community vineyard is recruiting volunteers to help maintain its 10 acres of organic vines. You will work alongside a warm, diverse group of volunteers. Tasks include weeding, pruning and picking. Training and tools are provided. Sessions run on Monday and Wednesday mornings, plus two Sundays a month.

**Ref: 167**

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# Fundraising

## Community fundraiser

*Location: Enfield*

Community champions are needed to organise events such as coffee mornings, quiz nights, open gardens and all sorts of creative initiatives to raise funds. The role means keeping an eye on what is going on in the community and perhaps finding people to enter sponsored events such as fun runs, 10Km runs, or walks for a charity that refurbishes donated tools and sends them to African skills centres for livelihood creation. You will organise events of all kinds or find others to do them for you, from music nights to traditional coffee mornings. You'll get pull-up banners, leaflets, resources and loads of support.

**Ref:1819**

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# Libraries

## Social media volunteer

*Locations: Ridgeway Library*

A local charity is looking for volunteers who are familiar in Instagram, Twitter and Facebook to make occasional posts and reach out to other organisations to re-post in order to get the word out about the existence of the home library service.

**Ref: 1733**

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## Book selector

*Location: Ridgeway Library*

Enthusiastic volunteers are needed to help issue books that have been reserved by remote working volunteers supporting home-bound residents. Once a week you will need to select a couple of books and on occasion to fill the order if the full amount has not come in time for delivery.

**Ref: 1734**

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## Outreach coordinator

*Location: Ridgeway Library*

A charity providing a home library service needs volunteers who can reach out to potential readers. You will physically hand out leaflets to churches and care homes and share information about the service online, once a week with flexible times.

**Ref: 1735**

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# Museums and theatre

## Front of house staff

*Location: Chase Road*

An inclusive theatre needs volunteers aged over 16 to join the enthusiastic front of house team. You will be required to meet and greet audiences before theatre performances and events, sell merchandise and be a fire steward. Training is given. DBS check is essential.

**Ref: 1743**

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# Older people

## Assistant for foot care clinic

*Location: Enfield Town, Edmonton, Ponders End and Freezywater*

Volunteers are needed to help the podiatrist with non-clinical tasks like chatting with clients while foot care procedures are carried out, helping to fill forms and making appointments. This role would suit anyone who cares about older people or has an interest in a career in the health sector.

**Ref: 1614**

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## Day centre assistants

*Location: Freezywater*

A lively day care centre providing a range of activities for older people – from coffee mornings and lunch to bingo and arts

activities – and giving older people the opportunity to meet up with friends or make new ones is seeking volunteers. You will help with a range of activities, from serving refreshments to assisting the activity leader with exercise or craft sessions, or just have a chat with the older people. Volunteers should preferably be available during the daytime on Tuesday or Friday from 10am to 1pm. DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref: 1823**

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### **Assist with over 50s club activities**

*Location: Ponders End*

A local charity supporting elderly Asian people needs volunteers to support and run activities for the over 50s club, and a membership assistant, preferably on a Thursday from 9.30am to 12.45pm, once a week. DBS check is essential.

**Ref: 1651**

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### **Compassionate neighbour**

*Location: Barrowell Green*

Compassionate Neighbours aims to get people with a life limiting illness to be more connected to the community. This may be by offering companionship, enabling them to enjoy the activities that they have enjoyed in the past. The role also involves making contact with new people, delivering training and support to new volunteers and hosting social events.

**Ref: 1585**

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### **Foot care scheme**

*Location: Lancaster Road*

A drop-in centre is offering toe nail cutting service for elderly and disabled people. All volunteers receive a one-day training session from the NHS chiropody service and work alongside a qualified chiropodist and other experienced foot care volunteers as part of a friendly team. Before full training is given, you will be invited to sit in on a few sessions to observe the service we provide. Volunteers should be available, preferably on Tuesdays from 9.30am to 1pm or 1pm to 4pm. DBS check is essential.

**Ref: 1096**

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### **Social hub volunteer**

*Location: Various locations in Enfield*

Volunteers are needed to reach out to

vulnerable, isolated older people to participate in activities at a social hub for a local charity supporting the Asian community. Fluency in community languages in addition to English, and/or a personal connection to black or minority ethnic communities would be useful. Volunteers should be able to commit to three hours a week. DBS check is essential.

**Ref: 1726**

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## **Sports**

### **Help disabled swimmers**

*Location: Southgate leisure centre*

A swimming club meets every week on a Saturday afternoon from 3pm to 5pm to teach swimming to disabled people of any age and with any disability. This role will involve providing support to disabled swimmers and helping them in and out of water. Volunteers should be aged over 15. Full training will be given and you will work alongside experienced instructors. The club also needs help with administrative jobs.

**Ref: 048**

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### **Assistant athletic coach**

*Location: Lee Valley Athletic Centre*

A Special Olympics charity provides training and competition for people with intellectual disabilities. It is seeking volunteers to assist with coaching who can hopefully go on to qualify to lead sessions. Volunteers with a coaching qualification or some knowledge and a willingness to learn would be particularly useful. You must be available every Sunday from 10am to 11.30am. Training is given and travel expenses are reimbursed. An enhanced DBS check is required.

**Ref: 1779**

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## **Trustees**

Trustees provide leadership for a charity or voluntary organisation, to ensure it can meet its objectives, make decisions, manage its finances and plan its future.

### **Enfield Clubhouse**

*Location: Fore Street*

Enfield Clubhouse is a member-driven organisation providing rehabilitation, training and employment programmes for people with long-term mental health problems. Members are encouraged to

take the lead in the day-to-day running of the organisation and are involved at all levels, including the board of trustees. The organisation is particularly looking for a treasurer or secretary with skills and experience in business planning and financial management. The board meets for a couple of hours every month.

**Ref: 217**

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### **One-to-One Enfield**

*Location: Winchmore Hill*

One-to-One Enfield works with people with learning difficulties and/or autism to help them live better lives, have a voice and be included in community life. The organisation is looking for a trustee to join the management committee and is particularly interested to hear from people with experience and/or background in human resource management, business management and strategy, finance, marketing and PR, and fundraising. Trustees are expected to attend all board meetings organised during their term of office and other occasional meetings. Meetings alternate between online and in-person each month.

**Ref:1815**

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### **Citizens Advice Enfield**

*Location: Nags Head Road*

Citizen Advice Enfield is seeking volunteers from all sections of the community with a wide range of skills, experience and perspectives to join its board of trustees. IT, PR, marketing, legal and fundraising skills are desirable. The organisation is seeking trustees with good local knowledge of Enfield and a wide understanding of national and local issues affecting the community.

**Ref: 514**

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### **Julian Campbell Foundation**

*Location: Winchmore Hill*

The Julian Campbell Foundation empowers and improves the lives of young people through early intervention and promotion of mental health in educational establishments by providing practical and emotional support. It is looking for trustees with knowledge of charity finance, management, health and social care, community work, law and fundraising. You will work closely with the board and chief executive and will also recruit and chair a new fundraising



ambassador group. This group will be critical in helping the charity to raise funds. You will actively generate funds and be a connector of potential donors and advocates.

**Ref: 1680**

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## Enfield Parents and Children

*Location: Fore Street*

Enfield Parents and Children provides support, information, advice and advocacy to parents whose children have special educational needs, are at risk of exclusion or excluded from school. If you have experience and skills in legal and regulatory, development and fundraising, marketing and communication, and / or financial management you would be very welcome. We are looking for people who have an interest in children's, young people's and family wellbeing.

**Ref: 147**

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## Miscellaneous

### Peer support volunteer for autism hub

*Location: Winchmore Hill*

Volunteers with a keen interest in autism or autistic adults are needed to offer peer support to members of a local charity providing services to people with learning difficulties and autism, preferably on Mondays for two half days a month. A DBS check is essential, training is given, and travel expenses are reimbursed.

**Ref: 1787**

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### Help with social activities

*Location: Fore Street*

Can you share your skills in dance, drama,

arts and crafts? A local befriending and social support organisation for people with learning difficulties and/or autism is looking for activity volunteers. Volunteers will work alongside small groups of people to enable them to participate in a wide range of activities. Volunteers should be available once a week for a maximum of three hours on Thursdays. This would be ideal for volunteers doing a course in youth work, anyone with experience in dance, drama or arts, or who would like to gain experience in these areas. A DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref: 1788**

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### Supporting a Macmillan hub

*Location: Sterling Way*

Friendly volunteers aged over 18 with good communication skills are needed to support the information and support lead and the cancer services team in providing appropriate information and signposting services to users of the organisation's centre, in a hospital. A DBS check is essential. Training is provided.

**Ref: 1834**

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### Assist with pet therapy

*Location: Sterling Way*

A local hospital is looking for owners of pets who are registered with the Pet as Therapy organisation to visit our patients, visitors and staff to enhance their experience at the hospital. The hospital already has two dogs that visit on a fortnightly and monthly basis. You will assist the team during a farm animals' visit once a fortnight. Full support is given.

**Ref: 1833**

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### Help with music therapy

*Location: Sterling Way*

Volunteers who play musical instruments in their spare time are needed to play to patients and visitors to enhance their experience in the hospital. You will also help other volunteers get started. Times are flexible, preferably with availability once a fortnight.

**Ref: 1832**

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### Untold Edmonton

*Location: Edmonton*

Enfield Council has been awarded funds to deliver the Untold Edmonton programme, funding two festivals, a volunteering programme and up to 20 community heritage projects exploring Edmonton's rich and diverse history. Volunteers will learn heritage skills – including archive management, exhibition creation and delivery, event management, tour guiding and more.

**Ref: 1769**

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### Community liaison

*Location: Nags Head Road*

A local advice agency needs volunteers to promote services to local community groups and organisations. You will create leaflets and posters to promote the service, or use existing materials, and raise awareness of projects and services. You should be available for a maximum of six hours per week. Training is provided.

**Ref: 1814**

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### Community outreach

*Location: Enfield*

As a community outreach volunteer, you will play an important role in speaking to people in the community about their views on local health and care services. You will speak to people at hospitals, libraries, shopping centre stalls, local Healthwatch and community events. Online engagement through social media and other platforms may also be part of this role.

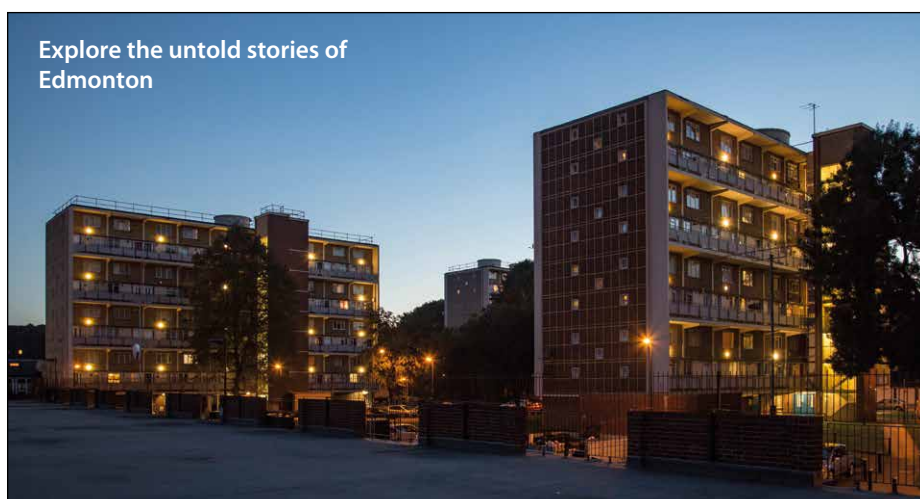
**Ref: 1777**

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### GP and hospital volunteers

*Location: Various locations in Enfield*

Enthusiastic and reliable volunteers are needed to work with the Carers' GP and Hospital Project, providing information to patients and staff. The role will involve undertaking a number of tasks



Explore the untold stories of Edmonton

including running information stands, talking to patients and carers about support services, updating leaflets and posters and talking to healthcare staff about carers in various GP practices and hospitals in Enfield. Volunteers need to be articulate and confident as the role involves a lot of talking to the public.

**Ref: 1379**

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### **Puppy walker**

*Location: Enfield*

Volunteer puppy walkers take a puppy into their homes for just over a year, getting it used to the hustle and bustle of everyday life. Puppy walkers give their pups a firm foundation for their later training and life with a blind or partially sighted person. A puppy walker takes on a puppy at around seven weeks and nurtures it for the first year of its life, teaching it basic commands and socialising it in as many different environments as possible, under the guidance of the supervisor. All expenses such as food and vet bills are covered.

**Ref: 1758**

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## **Opportunities outside Enfield**

### **Administrator**

*Location: Landrock Road*

A local charity supporting stroke survivors needs an experienced volunteer administrator to assist the team with answering the phone and taking messages, supporting members to complete forms, filing documents using both manual and electronic systems, supporting adult education tutors with admin, updating the website etc. Travel expenses are given.

**Ref: 1649**

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### **Charity shop assistant**

*Location: Chingford*

Volunteers are needed for a boutique charity shop to support service users as they build their work experience and social skills. You'll be supporting members with learning disabilities with all aspects of working in a shop for them to build skills within the workplace. Flexible times, ideally a minimum of four hours at a time. DBS check is essential. Training is given, and travel expenses are reimbursed.

**Ref:1790**

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### **Employment and life skill mentor**

*Location: Tottenham*

The Employment & Life Skills Project (ELSP) helps adults with learning disabilities or autism to access further education, work experience and other opportunities. Volunteers will act as mentors. You'll be helping people develop life skills, including maths and English, independent living, using public transport, social skills and finding work. Through regular support and meetings, members and volunteers develop greater trust, skills, and confidence together. DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref 1791**

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### **Weekend activities**

*Location: Tottenham*

We are looking for energetic and enthusiastic volunteers to join us. Volunteers will be paired with a member with a learning disability or autism, as they take part in sports and games, arts and crafts, cooking and a day out in London once a term. You'll support and encourage them to take part in activities led by professional therapists and workshop leaders. No experience needed. DBS check is essential. Training is given and travel expenses are reimbursed.

**Ref: 1792**

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### **Xmas project**

*Location: Tottenham*

Energetic and enthusiastic volunteers are needed to join us on a fun-filled Xmas Social Development Project. You will be paired with one of our members with a learning disability, to support and encourage them to take part in activities led by professional therapists and workshop leaders. Our core activities are swimming, arts and crafts, sports and games, and music and you'll plan outings around London with a fellow volunteer. The project runs from 9.30am to 5.30pm, Wednesday 27 to Sunday 31 Dec 2023. You do not need experience. Disability awareness training will be provided.

**Ref: 1793**

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### **Swimming instructors / helpers**

*Location: Phillip Lane, Tottenham*

Volunteers are needed to join the dynamic, upbeat, safe and inclusive clubs that brings people together through

swimming at Tottenham Green Pool. You must be friendly, enthusiastic and enjoy working with people. Your main responsibility is to chat with our disabled swimmers and make them feel welcome. You will assist them in the water but you do not need to be a qualified swimming teacher or elite swimmer yourself as full training is given. You must be available on Tuesday evenings 8pm to 9pm or Monday 7.15pm to 8.15pm and willing to commit to minimum two sessions per week.

**Ref: 1818**

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### **Buddy volunteers**

*Location: East London*

Volunteers will be matched with a disabled person who would benefit from companionship and needs someone to accompany them to a social or leisure activity – whether that's art exhibitions, gigs or laser quest. Volunteers will meet their buddy at the buddy's home and travel to the activities then drop them back at home. Pre-agreed travel expenses will be covered. DBS check is essential. No prior experience needed, just communication skills, a kind heart and a fun attitude.

**Ref: 1805**

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### **General maintenance**

*Location: Beaulieu Drive, Waltham Abbey*

Volunteers with basic DIY practical skills are needed to support a heritage site by assisting with routine tasks or new projects such as decorating, repairs, maintenance, clearing etc. It is important to keep the visitor area tidy and safe, views need to be maintained for tours and walks, buildings require constant maintenance and exhibitions and activities need to be created and kept in good order.

**Ref:1806****General ward volunteer**

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*Location: Finchley*

A hospice in north London needs general ward volunteers to support the nursing team at mealtimes, as well as contributing to the functioning of the inpatient unit. Volunteers must be aged over 16, reliable and organised, able to work independently and as part of a team and feel comfortable being around people who are near the end of their life. Flexible times of work. DBS check is essential. Travel expenses are reimbursed. Ongoing training and support is given.

**Ref: 1759**

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# Register as a volunteer

You can register as a volunteer online at [enfieldva.org.uk/volunteering](http://enfieldva.org.uk/volunteering) or by filling in this form and posting it back to us for FREE. Please make sure you fill in both sides of the form – see overleaf.

Send the form back to:

**Volunteering Centre Enfield**

**Enfield Voluntary Action**

**FREEPOST LON 18597**

**London N9 0BR**

You don't need to use a stamp.

If you register your details with us, we can help you find the right volunteering opportunity in the London Borough of Enfield. You will not have to take any volunteering opportunity unless you want to. We will not share your information with any third parties.

## I am interested in becoming a volunteer in the London Borough of Enfield

First name  Last name

Your email address

Your phone number  Your postcode

How do you prefer to be contacted? Choose as many as you like – please tick boxes

Email  Phone call  Text message

Have you ever volunteered before?

Yes  No

Your age (Some roles are not suitable for under 16s)

0-15 years  16+ years

*The next section contains personal information which we use only to monitor how we deliver services to local people.*

What is your gender?

Male  Female  Other description  Prefer not to say

Which best describes your race / ethnicity?

White  Black  Asian  Other  Prefer not to say

Do you have any support needs / requirements that a group you volunteer with might need to know about? We will get in touch to find out more if you tick the Yes box.

Yes  No

**Now turn the page and fill in the rest of the form >**

# What sort of opportunity would you like?

You can tell us about your interests and when you are available to volunteer here. Make sure you have also filled in the other side of this form with your contact details so we can get in touch with you.

If you have already seen a volunteer role you would like to apply for in this booklet, please give the reference number/s here

Which days are you available to volunteer? Choose as many as you like

Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

Which time of day would you prefer to volunteer? Choose as many as you like

Morning  Afternoon  Evening  Night

What are your interests as a volunteer? Choose as many as you like – or leave blank if you don't know

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Animals                 | <input type="checkbox"/> Emergency services         | <input type="checkbox"/> Older people             |
| <input type="checkbox"/> Arts, culture, heritage | <input type="checkbox"/> Environment, outdoors      | <input type="checkbox"/> Prisoners, ex-offenders  |
| <input type="checkbox"/> Children and families   | <input type="checkbox"/> Health and wellbeing       | <input type="checkbox"/> Physical activity, sport |
| <input type="checkbox"/> Community               | <input type="checkbox"/> Homelessness, housing      | <input type="checkbox"/> Refugees                 |
| <input type="checkbox"/> Disability              | <input type="checkbox"/> Human rights, law, justice | <input type="checkbox"/> Religion, faith          |
| <input type="checkbox"/> Domestic violence       | <input type="checkbox"/> LGBTQI+ issues             | <input type="checkbox"/> Veterans, armed forces   |
| <input type="checkbox"/> Drugs and addiction     | <input type="checkbox"/> Libraries                  | <input type="checkbox"/> Women's issues           |
| <input type="checkbox"/> Education               | <input type="checkbox"/> Mental health              | <input type="checkbox"/> Young people             |

What would you like to help with? Choose as many as you like – or leave blank if you don't know

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Admin or clerical                           | <input type="checkbox"/> Community work, outreach | <input type="checkbox"/> Languages, translation           |
| <input type="checkbox"/> Advice and information                      | <input type="checkbox"/> Computers, IT            | <input type="checkbox"/> Maintenance, DIY                 |
| <input type="checkbox"/> Befriending, caring, counselling, mentoring | <input type="checkbox"/> Cooking, catering        | <input type="checkbox"/> Marketing, PR, media             |
| <input type="checkbox"/> Business, management, finance, committees   | <input type="checkbox"/> Driving                  | <input type="checkbox"/> Gardening, planting, clean-up    |
| <input type="checkbox"/> Charity shops                               | <input type="checkbox"/> Events, festivals        | <input type="checkbox"/> Practical arts, music or theatre |
|  | <input type="checkbox"/> First aid                | <input type="checkbox"/> Teaching, training, coaching     |

## Free workshop for volunteers

Thank you for your interest in becoming a volunteer in Enfield. You might also be interested in attending one of our FREE half-day Introduction to Volunteering workshops to help you find out more about volunteering in Enfield. Places are limited and must be booked. Book online at [enfieldva.org.uk/volunteering](https://enfieldva.org.uk/volunteering), or contact Meera on 0208 373 6348 or by email on [volunteering@enfieldva.org.uk](mailto:volunteering@enfieldva.org.uk) if you would like to take part.

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**Privacy information:** Thank you for filling in this form. We will keep your information confidential. We will use your information only to help you find the right volunteering opportunity and to contact you about this. You do not have to take any volunteering opportunity unless you want to. We will not share your information with any third parties.