

Volunteer Role Description



Title: incredABLE Packaging Volunteer

What is involved?

Volunteers are required once a week (**Every Thursday**) from **10.00am – 3.00pm** to assist with the delivery of packaging, fulfilment and other Enterprise activity as part of the We are incredABLE Project. The micro enterprise initiative aims to give young people aged 18 – 28 years transferable jobs skills through weekly attendance at an enterprising day opportunity. Enterprise 2 is based at the Jethro Centre, Lurgan and currently involves a mix of income generating activity.

Co-ordinated by a Project Worker and with 6 incredABLE trainees (who have a learning disability and/or autism) the day opportunity aims to deliver an annual turnover of £3000 and would equate to approximately 220 volunteer hours per year.

Core Objective:

To work within the incredABLE Packaging team which delivers fulfilment contracts and income generating product.

Duties may include:

- Offering 1-1 support to incredABLE Packaging trainees (task dependent)
- Assisting Project Worker with bringing creative ideas to life.
- Supporting the Project Worker with marketing and promotion
- Ensure trainees' safety by following organisational procedures (i.e. Risk Assessment).
- Being an incredABLE Ambassador - promoting in a positive and empowering manner.
- Communicate any concerns with Project Worker/Project Coordinator e.g. incidents/accidents etc.

What is expected of you?

As an incredABLE Packaging volunteer it is desirable that you might have some entrepreneurial or business experience or have a real passion for the creative industries. You will be expected to familiarise yourself with the ethos of incredABLE Packaging and the vision, mission and values of incredABLE and carry out your role to the standard specified by the organisations volunteer rights and responsibilities code.

Useful Skills: Entrepreneurial experience, business development, creative industry experience.

What support will you get?

Induction Training: Once you have completed the application process you will receive Induction training on the work of incredABLE including opportunities for further engagement.

Volunteer training: Access to incredABLE training throughout the year (e.g. Safeguarding/Disability Awareness)

Volunteer Expenses: Out of pocket expenses (e.g, mileage, food and beverages) pertaining to your role.

Next Steps:

- Thoroughly **read this document** ask for clarification on anything that you feel unsure about.
- Complete a **volunteer application form** - Telephone **028 38 872111** Email **info@incredible.org.uk**
- Complete your **Access NI Enhanced Check Procedure**
- Attend a **volunteer induction session/training as required**