

LOCAL VOLUNTEERING OPPORTUNITIES



This is a list of some of the real opportunities that are available in the Falkirk area. Some may not be available by the time you read this or by the time you are ready to volunteer, but they should give you a good **example** of the kinds of opportunities that exist locally. We've got something to suit pretty much everybody.

Please have a look at the list and then get in touch with us so that we can discuss in more detail some of the opportunities available right now which might suit you, your skills, experience and availability. You can call us on **01324 692000** or email us at info@cvsfalkirk.org.uk

VOLUNTEER OPPORTUNITIES IN THE FALKIRK AREA June 2018

Coach for Cerebral Palsy Group

Syngenta Juveniles Football Club is looking for coach volunteers. Volunteers will have the support of the club, and dependant on experience, will have the autonomy to develop their Cerebral Palsy group. Training and coaching costs will be covered by the organisation.

Grangemouth	Sundays	MINIMUM AGE: 18	Expenses can be claimed
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Volunteer Mentor

Quarriers in Falkirk are looking for mentor volunteers to support young people who are looked after at home. Volunteer duties involve building a trusting relationship (improving their chances in life and promoting the well-being of every child), to build a positive trusting, supportive and secure relationship with children and young people aged 8 – 14 years who are looked after at home.

Various	Minimum 1 hour per week	MINIMUM AGE: 18	Expenses can be claimed
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Office Admin and Caseworker Volunteer

Forth Valley Migrant Support are looking for office admin and caseworker volunteers to help with the general office admin. Volunteers can also get involved with developing further strategies in response to Brexit casework if they wish. This is an opportunity to volunteer in an informal environment while taking forward some major issues that affect not only the migrant community, but also the local community as well. No experience required as full training will be provided.

Grangemouth	Minimum 5 hours per week	MINIMUM AGE: 18	Expenses can be claimed
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Personal Footcare Volunteer

Forth Valley Top Toes provides a volunteer based personal footcare service for older and disabled people. This project aims to support the work of NHS podiatry services, allowing them to focus on quality care for those who really need it. Good footcare can reduce the risk of falls and improve health and wellbeing among vulnerable people. Volunteers will be trained by NHS Forth Valley to perform a basic foot health check and to cut and file toenails. Training will be through formal sessions and a period of shadowing a podiatrist.

Falkirk	9am – 1pm or 2pm – 5pm, Monday – Friday	MINIMUM AGE: 18	Expenses can be claimed
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Tutor Volunteers

Falkirk Equal People Group deals with adults with a range of additional support needs who advocate social justice and equal opportunities. Volunteers will be required to help support the group with their various projects. The attendees will decide what they would like to learn and develop and this will determine what happens in the group. Volunteer duties involve writing, reading, computing, discussions and getting involved in projects.

Grangemouth	2 - 3 hours per week	MINIMUM AGE: Any	Travel expenses: Unknown
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Volunteer Treasurer

Laurieston Tennis Club is looking for a treasurer. Volunteer tasks involve preparing the annual budget, planning the clubs financial future in conjunction with the committee, regularly monitoring of revenue and expenditure and all banking required. Additionally, the treasurer will keep the clubs completed membership forms and present statistical information to the committee.

Laurieston	Flexible hours and days	MINIMUM AGE: 18	Travel expenses: Unknown
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Telephonist Volunteers

British Heart Foundation Falkirk is looking for telephonist volunteers who would deal with customer queries. Volunteer duties involve arranging collections of donated items, processing online bookings, and introducing to Gift Aid to costumers.

Falkirk	Flexible volunteering hours and days	MINIMUM AGE: 16	Expenses can be claimed
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Minute Secretary Volunteer

Polmont Community Council are looking for a minute secretary volunteer to record the minutes of the monthly public meetings that take place on the 4th Monday of every month. Volunteer tasks include recording minutes at the meetings, typing up minutes (using their own pc or laptop at home or library), distributing minutes to members via email and monitoring emails sent to Polmont Community Council. Volunteers must be able to type up minutes after the meeting on their own computer.

Polmont	3 hours per month	MINIMUM AGE: 18	Expenses can be claimed
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Driver Volunteers

St Andrew's Church of Scotland in Bo'ness is looking for driver volunteers. Volunteer duties involve driving their minibus as part of the children's group. The volunteer driver will pick up the children from their home and then return them home after their group time. A volunteer is always on the bus alongside the driver. Groups run throughout holiday time, daily as well as on a Monday, Tuesday and Wednesday after school. Volunteer drivers must have a clean drivers licence and will require a PVG check.

Bo'ness	2 - 3 hours per week	MINIMUM AGE: 25	Expenses cannot be claimed
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Shop and Tea Room Volunteer

Strathcarron Hospice are looking for a shop and tea room volunteer to raise money for Strathcarron Hospice, which provides specialist care for those with life - threatening illnesses. Volunteers will be trained to help in the sorting and selling of donations in the charity shop, and also asked to help out in the cafe. Volunteer contribution will help support care in the community and enable volunteers to learn catering skills, cash handling and dealing with the public. Volunteer tasks will include working in the shop and tea-room, serving the public drinks, preparing food and stock control, operating the till and sorting donations, along with other tasks that may be required.

Falkirk	Flexible hours and days	MINIMUM AGE: 16	Expenses cannot be claimed
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Volunteer Adult Literacies Tutor

Falkirk Council is looking for adult literacies tutor volunteers. Volunteer duties include helping other adults to improve their reading and writing skills. Volunteer tutors can make a significant difference to people and their reading and writing skill levels. Past tutors say it has helped them meet new people, make new friends and feel part of a group.

Denny	2 hours per week 1 year minimum commitment	MINIMUM AGE: 18	Expenses can be claimed
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Gardener

The Royal Voluntary Service Larbert are looking for volunteers to maintain the Falkirk Community Hospital gardens and help create an area for the elderly patients and relatives to enjoy sitting out in the warmer weather. Garden work is carried out from spring to autumn, March – October, and patients and relatives are extremely appreciative of all the voluntary work that is done to maintain the gardens.

Larbert	2 - 3 hours per week, Flexible days	MINIMUM AGE: 14	Expenses can be claimed
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Meet and Greet Volunteer

Forth Valley Top Toes provides a volunteer based personal footcare service for older disabled people. This project aims to support the work of the NHS Podiatry services, allowing them to focus on quality care for those who really need it. Good footcare can reduce the risk of falls among vulnerable people. This is an opportunity to provide reception and administrative support to the service. Volunteers will welcome the client, check and complete paperwork, and then show the client through to the personal footcare volunteer. When the appointment is finished they will receive and record cash donations then arrange return appointments.

Falkirk	Daily	MINIMUM AGE: 16	Expenses can be claimed
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Café Assistant Volunteers

Forth Valley Sensory Centre are looking for café assistant volunteers. Volunteer duties will involve taking orders serving customers, helping to prepare hot and cold food as well as teas and coffees. Volunteers will be using the dishwasher and helping to keep the cafe clean and safe. The position also requires use of the till and handling money. Volunteers will be using other pieces of equipment such as the talking microwave and the panini machine. Volunteers will need to be reliable, with good social skills as well as being patient and calm. Volunteers are required to have a positive attitude to people with a sensory impairment and be able to work with minimum supervision. Experience of working in a café environment would be useful but not essential.

Camelon	2 hours per week, Monday – Friday 9am – 4pm	MINIMUM AGE: Any	Expenses can be claimed
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For an up-to-date list of most of our opportunities, please visit: www.volunteerscotland.org.uk

www.cvsfalkirk.org.uk | 01324 692 000 | info@cvsfalkirk.org.uk | @CVSFalkirk

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