



**Independent
Living
Agency**



**Stay Well Stay Safe—Healthy
Futures Project**

Volunteer Handbook 2023





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Welcome to the Team!



Hi I'm Rosheen Davis and I am the Volunteering and Group Development Officer. I will be working closely with Volunteers and all participants in our project. Please feel free to get in touch! rosheen@independentlivingagency.org

Hi! I'm Chi-chi, the Project Manager. My job is to plan and run the project, including the activities and the peer groups. You might see me out and about at activities and meetings. You can ask me about anything related to the project - just ask me in person, call me on the ILA phone number or drop me an email at ihesinachi@independentlivingagency.org!



Hi, I'm Lois Lawrence, the Cookery Tutor. I will be designing and teaching the 12 week cookery course.

What is the Stay Well Stay Safe – Healthy Futures Project?

The Stay Well Stay Safe: Healthy Futures Project is a National Lottery-funded health and wellbeing project for disabled people with a budget for three years.

Our project has three goals:

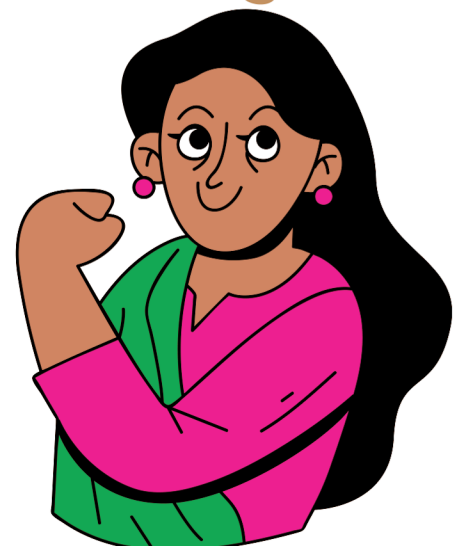
Increase physical activity



Empower participants with knowledge about healthy lifestyles to manage their own health better



Participants learn new skills to help them eat well



We plan to deliver these objectives, with the help of all of our Volunteers, through many different activities:



Cookery School



Fitness Buddies



Multisport



ParkFit



Digital Buddies



Training programmes

And many more!

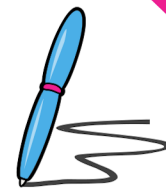
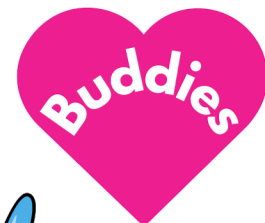
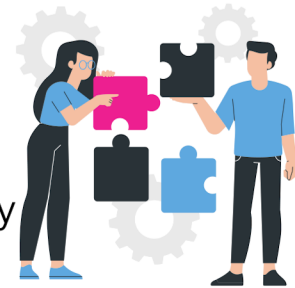
Volunteering Roles

Buddies

A buddy supports people with disabilities to access their chosen activity and give them confidence to gain new skills, so they can continue the activity after the buddying relationship ends.

As a Buddy you will:

- Support your Match for the agreed period of time to carry out their activity.
- Work with your Match to identify and remove barriers to looking after their physical/digital wellbeing.
- Work closely with the Stay Well Stay Safe- Healthy Futures Project Management Team to structure and plan your time with your Match.
- Attend supervisions and training as required.
- Keep accurate records of interactions with your Match, recording time spent and outcomes.

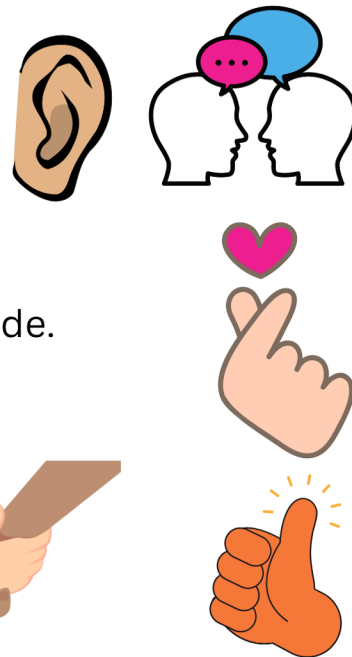


Types of Buddies

- **Fitness Buddy** - Support a disabled person to access the gym, go walking, or take part in sports, being an encouraging voice and removing barriers to keeping active.
- **Digital Buddy** – Support a disabled person to learn how to use the internet and computers to access services and support their digital and financial wellbeing.

Key qualities we look for in a Buddy:

- Patient.
- A good communicator.
- Good people skills.
- A compassionate and understanding attitude.
- Able to use your initiative .
- Able to ask for help when needed.
- A good listener.
- Good at encouraging people.



Mentors

A Mentor is someone who uses their experiences to supports an individual contemplating lifestyle changes to set goals, overcome obstacles and plan for the future.

Mentors will have completed one of the following programmes from the project:

- Create a Healthy Lifestyle
- Parkfit
- Multisport
- Digital Skills



As a mentor you will:

- Attend coaching and mentoring training.
- Identify your match's needs and barriers.
- Encourage your match to take steps towards a healthier lifestyle.
- Tailor support to meet your match's needs.



- Set reviewable goals.
- Attend supervision.
- Communicate with your match and the Volunteering and Group Development Officer.

Types of mentors:

- **Health and wellbeing mentor** – provides more support to people who find it harder to be active and live a healthy lifestyle.
- **Digital mentor** – provides more support to people who find it harder to access services online and protect their digital wellbeing.



Key qualities we look for in a Mentor:

- Confident speaking with people one-to-one.
- A good listener.
- Able to provide support and encouragement to people in challenging situations.
- Respects confidentiality.
- Able to use own life experiences to help others.
- Sociable.
- Committed.
- Enthusiastic.

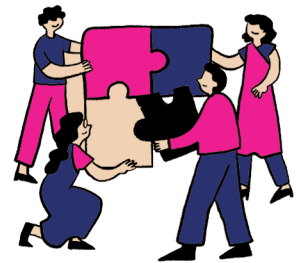


Peer Group Leaders

A peer group leader organises activities for each peer group that are accessible to everyone, promotes healthy lifestyles, and most importantly, makes sure everyone has fun!

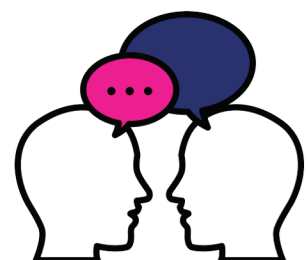
As a Peer Group Leader you will:

- Regularly attend training.
- Regularly attend meetings with other peer group leaders and the Volunteering and Group Development Officer.
- Plan activities for project beneficiaries with the support of the Volunteering and Group Development Officer.
- Regularly communicate with the Volunteering and Group Development Officer
- Use your lived experience to facilitate groups of peers (other disabled people) going through their own participant-to-peer mentor journey.



Key qualities we look for in a Peer Group Leader

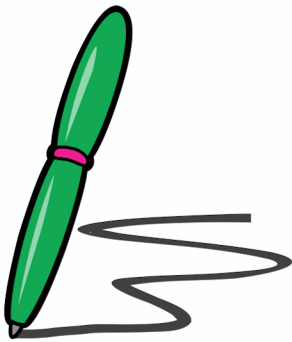
- Has lived experience of disability* and improving own health through the Stay Well Stay Safe Programme.
- A good communicator.
- Good people skills.



- A compassionate and understanding attitude.
- Able to use own initiative.
- Able to ask for help when needed.

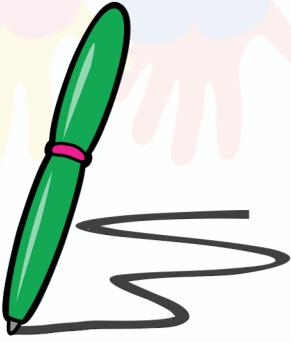


*"Disabled" includes **physical disabilities, sensory disabilities, learning disabilities or difficulties, mental health conditions** and **serious long term health conditions that cause disability.**



My notes

My notes continued



What support can I expect as a Volunteer with the Stay Well Stay Safe- Healthy Futures Project?

- **Role specific training.** Whether you're a **Peer Group Leader, Mentor, or Buddy**, you'll receive training to support you in your role and accommodate your support needs.
- **Safety First!** As a volunteer you'll be working closely with vulnerable individuals, often in an informal setting. You'll need to complete a DBS check and provide 2 references, as well as complete compulsory safeguarding training.
- **One-to-one support from the Volunteering and Group Development Officer** to work through training, develop confidence, solve problems and grow into your role. We want you to feel rewarded within your role.
- Once you've successfully volunteered* with us, we'll be able to provide you with a **Certificate of Recognition**.
- Expenses incurred during your volunteering will be **reimbursed with prior agreement from the Project Management Team**, in line with ILA policy.



* "Successful volunteering" means what you achieved in the agreed time period.



Useful contacts

Ihesinachi Oyouwa Oko-Jaja - Project Manager

Telephone: 02085936677

Email address:

ihesinachi@independentlivingagency.org

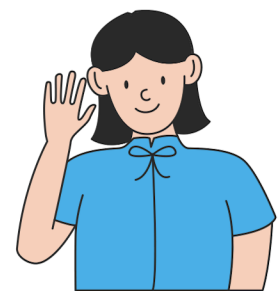


**Rosheen Davis - Volunteering and Group
Development Officer**

Telephone: 020 8593 6677

Email address:

rosheen@independentlivingagency.org



Lois Lawrence - Cookery Tutor

Telephone: 020 8593 6677

