**VOLUNTEER TASK DESCRIPTION**

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| **Interpreter Volunteer**  |
| Organisation Name  | Maternity Stream of the City of Sanctuary  |
| Organisation Overview  | We are a registered charity made up of a network of women from varied backgrounds who strive to improve maternity care and services for AS&R women. |
| Role Title  | Interpreter Volunteer  |
| Location of Position  | Leeds/ Bradford |
| Responsible to  | Project manager- Maha Alomari |
| Purpose/summary role  | To facilitate the flow of communication between clients with none/limited English and our staff |
| Description of the tasks | Tasks will include: * Interpret for clients when they attend our meetings
* Interpret for clients when they are interviewed
* Information messages interpreting for social groups and pages
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| Time commitment  | The volunteer will be on call when there is a need/request for an interpreter |
| Skills and Qualification  | * Fluent in speaking in English and your language
* To be approachable, friendly and impartial
* To be able to work independently and as part of a team
* Confident talking to people of all ages
* 18+
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| Reimbursement of expenses  | Travel and telephone expenses are provided  |
| Benefits to the volunteer  | * Feel that you are helping people
* Meeting people from different cultures
* Part of a thriving charity
* Get involved in our trips and activities
* New skills for your CV including time management, active listening skills, supporting people in a challenging situation
* Make friends
* Experience of volunteering in the UK
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| Application procedure & person specifications for application process, e.g. DBS checks, references (if appropriate) | Please fill in the application form via our website or email maha@maternity.cityofsanctuary.org. |