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| Role: Runner |
| Purpose: Your role will be to provide support to patients and staff members during this time of increased pressure on NHS services due to Covid-19 (Coronavirus). You will engage with patients as part of a large multi-disciplinary team of nurses, doctors and therapists. Although your role will not be clinical, you will have a key part to play as it provides the hospital with an extra pair of hands, assisting with non-clinical tasks such as food / donation distribution and supporting staff wellbeing.You will be assigned as a responsive volunteer depending on where the need is and on your availability. Duties change on a daily basis.  |
| Duties (what you will be doing):* Ensuring staff wellbeing through the distribution of donations and food
* Supporting our portering services
* Supporting our catering staff
* Support the nurses with pharmacy runs from the Internal Pharmacy to wards
* Support the nurses with lab runs
* Light administrative duties
* Tea/coffee trolley for staff
* Re-stocking gel dispensers, masks, PPEs around the site – if in clean/green zones
* Displaying latest information posters around the site
* Being flexible to respond to other ad-hoc requests for support
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| Boundaries (what you won’t be doing):* No clinical care of patients
* No personal care (e.g. toileting or getting patients changed)
* No lifting of heavy equipment
* Not entering any areas of the hospital which require specific PPE
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| Time commitment: Each volunteering shift is 4 hours long. You must commit to at least one shift per week on any day of the week at one of the following times:* 9 – 1pm
* 1 – 5pm
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| Location:Chelsea and Westminster Hospital, 369 Fulham Rd, London SW10 9NH West Middlesex University Hospital, Twickenham Rd, Isleworth TW7 6AF |
| Requirements of the role:Age: You must be 16 years or older to volunteer in this roleAccessibility: This role requires you to be fit and healthy as it involves a lot of walking.As a volunteer you will embody the Trust’s values:* Putting patients first
* Responsive to, and supportive of, patients and staff
* Open, welcoming and honest
* Unfailingly kind, treating everyone with respect, compassion and dignity
* Determined to develop our skills and continuously improve the quality of care

Skills and other requirements:* You must be self-motivated; with an ability to think on your feet and work independently
* You must be punctual and dependable
* You must have a professional and friendly demeanour
* You must be flexible and eager to learn
* You need a thick skin. Some patients might be distressed, and seeing patients with delirium or dementia can be distressing for some
* This is not a job shadowing opportunity and should not be considered a work placement. You must be motivated to volunteer, rather than shadow clinical staff

Pre-placement checks and training:* You must have an enhanced criminal record check (DBS) for this role. If you do not have one already then we can organise and pay for one
* This role requires that you have certain immunisations and you will need to complete a health declaration form – we will discuss this with you when you apply
* You will receive a core volunteering induction
* You will also receive a local induction and orientation. This will include any training that is relevant to perform your tasks on the specific ward
* You will receive a handbook and volunteer pack
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| Champions: Your volunteering champions are there to support you during your volunteering placement. Champions know what volunteers are there to do and you can approach them for support during your shifts. Because shift patterns vary you will see different people depending on your shift. Please report to the Volunteering Hub and ask for the champion in charge when you arrive for your shift. |