



NOTTINGHAMSHIRE VOLUNTEER VACCINE PROGRAMME

VOLUNTEER ROLE DESCRIPTION

Role: Vaccination Steward

Area: Nottinghamshire (various locations)

Purpose: To support the National Vaccination Programme in Nottinghamshire.

Key Tasks:

- Meeting and Greeting
- Assisting with car parking where applicable
- Signpost and guiding members of the public where to go
- Providing extra support to those in need ie; mobility issues, elderly etc.
- Liaising with centre staff and other volunteers to ensure a smooth flow of members of the public
- To follow UK government advice on hand hygiene
- To maintain confidentiality at all times and be comfortable communicating with a face mask
- keep good time-keeping and show regular commitment

Boundaries (what you won't be doing):

- No clinical advice or medical advice
- No lifting of heavy equipment
- No administering of vaccines

What we require from volunteers:

Time commitment:

Volunteers required for the following shifts: 8-12pm, 12-4pm, 4-8pm Once/Twice per week for a four hour placement

Requirements of the role: You must be 18 years or older to volunteer, be prepared to undergo training and pre placement checks, have a professional and friendly demeanour and be punctual and dependable.

What you can expect from us:

- Training and Induction
- Named contact for any queries
- Full re-imbursement of mileage or public transport costs (excludes taxis)
- Access to the vaccination
- Access to PPE during your shift