

## POSITION DESCRIPTION

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<b>POSITION TITLE:</b>	Walking Group Leader
<b>LOCATION:</b>	North Richmond Community Health Ltd
<b>HOURS OF WORK:</b>	Currently Thursday s, 9:30am to 11:30am, during school term
<b>REPORTS TO:</b>	Health Promotion Officer
<b>ACCOUNTABLE TO:</b>	Health Promotion Officer, Volunteer Program Coordinator and CEO.

### Organisational Environment

North Richmond Community Health Ltd (NRCH) is a community based and managed health service. NRCHL is committed to providing high quality and culturally appropriate health, social and welfare services, particularly to clients of non-English speaking backgrounds, newly arrived migrants, refugees and asylum seekers. These services provided by NRCHC are delivered in a developmental framework with an emphasis on direct health care and health promotion.

### Position Objectives

The position will contribute to the achievements of the organisation's aims and objectives by promoting general health and well-being and reducing social isolation.

### Key Duties and Responsibilities

- Assisting NRCHC to run a gentle walking group mainly targeted people who have diabetes, obesity and those with chronic pain.
- To take or drive people to walking sites around the parks of Yarra
- To make sure that people are coping with the degree of exertion
- To be able to encourage the group to become supportive each other
- To monitor participants and advise on intensity/ duration of activity
- To observe for signs of physical distress and take appropriate action
- Advise Health Promotion Officer of any issues or injuries.
- Able to attend meetings and training sessions.

### Key Selection Criteria

#### Essential

- Medical Clearance from GP to undertake activity.
- Basic First Aid Skills.
- To be comfortable assisting older people.
- Comfortable driving a mini-bus.

- To be easy-going and patient, friendly and able to communicate to participants from Culturally and Linguistically Diverse backgrounds.
- To be reliable and punctual.
- To have the ability to be observant of other peoples wellbeing and any potential hazards.
- To have an understanding of language and cultural barriers of participants.

#### Other Conditions

- Volunteers will attend the Program during hours as agreed between the Volunteer and the Program Coordinator.
- In the case of inability to attend a rostered session, the Volunteer will undertake to contact the Program Coordinator or Volunteer Coordinator at least 48 hours prior or as soon as possible whichever is the earlier.
- All position descriptions are open to periodic review by Management in consultation with staff concerned.
- Due to the resources required for training it is preferable that prospective volunteers commit to NRCHC for at least a half day a week, for a period of three months or more.
- North Richmond Community Health Centre provides a smoke free environment, including within Centre cars and buses.
- The successful applicant may be required to perform other duties as directed, in accordance with training, skills and experience.

For other conditions which cover all workers of the organisation please refer to the NRCHC Policy and Procedures Manual.

**NOTE: THE SUCCESSFUL APPLICANT WILL BE REQUIRED TO UNDERGO A POLICE CHECK**

**NRCHC IS AN EQUAL OPPORTUNITY EMPLOYER**

**NRCHC IS A SMOKE-FREE WORKPLACE**

For further information regarding this position please contact:

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