

Community Action: Bedfordshire Luton Volunteering Newsletter

25 September 2020

Included in this newsletter:

- Current volunteering opportunities
- Free volunteer training
- Keeping in touch
- Staying safe whilst volunteering
- Additional information – *Paid job vacancies*

Community Action Bedfordshire is the accredited Volunteer Centre for Central Bedfordshire and Luton. You are receiving this newsletter because you have registered on our online volunteering platform, Volunteer Connect, and opted-in to be part of the Volunteer Bank.

www.cabeds.org.uk | volunteer@cabeds.org.uk | [Facebook](#) | [Twitter](#) | [@CABedfordshire](#)

Current volunteering opportunities

See below current volunteering opportunities from a variety of organisations across Bedfordshire. Some roles below may be temporary to support organisations or individuals during the current COVID-19 crisis, whilst other opportunities may be ongoing, and therefore may require a regular commitment.

Organisations currently recruiting volunteers:

- **Covid-19 Community Champions - Luton Borough Council**
- **Bedfordshire Local Emergency Volunteers Executive Committee (BLEVEC)**
- **Share your skills and hobbies online!**
- **Autism Bedfordshire**
- **Greenhouse mentoring**
- **Flying Start Children's Centres**

Please scroll down to find out more!

Luton volunteering opportunities

Luton Council – Covid-19 Community Champions

“Luton’s volunteers and community groups have been exceptional throughout the coronavirus crisis in supporting each other and helping people in need. So many countless acts of love, care and kindness are what makes us all so proud to live and work in this wonderful town. To build on this we are looking for Covid-19 community champions from a wide range of backgrounds, cultures, faiths, ages and interests to reflect the diversity of Luton, who can help pass on important public health messages and keep people safe from this deadly disease.”

Councillor Khtija Malik - Help #ProtectLuton

Become a Covid-19 community champion - [Click here](#) to find out more and sign up!



Bedfordshire Local Emergency Volunteers Executive Committee (BLEVEC)

BLEVEC has been at the heart of co-ordinating Bedfordshire's emergency response to Covid-19 and providing vital support to the most vulnerable people in our community during this challenging time.



BLEVEC is a local partnership of charities, community groups and volunteers who work together as part of the **Bedfordshire and Luton Local Resilience Forum (BLRF)** to prepare for, and respond to, emergencies.

BLEVEC's role is to ensure a **coordinated response to an emergency in Bedfordshire** from the voluntary sector, public volunteers and Community Emergency Response Teams (CERTs) to **best meet the needs of people affected** in an emergency.

BLEVEC Emergency Volunteer

Would you like to join BLEVEC as an emergency volunteer?

Emergency volunteers may be deployed to any incident where volunteer assistance is required by statutory authorities and emergency services. The incident may be a local situation, a major incident or a prolonged emergency (such as COVID 19). Situations include major fire, impact of severe weather (snow, flooding, storms), a major traffic incident, aftermath of a terrorist incident or a pandemic situation.

In most cases volunteers will be deployed to an Assistance Centre or Evacuation Centre away from the incident and asked to undertake a range of tasks dependent on their organisation's role and/or their personal capabilities and skills: Examples include

- Transporting people or material
- Car park marshalling
- Registration of those coming in and out of the centre
- Looking after children or young people
- Facilities management – keeping the centre adequately supplied and clean
- Providing refreshments
- Providing emotional or mental health support
- Providing advice and guidance
- Providing basic hygiene and welfare packs

Volunteers will normally work as part of a team with a team leader supervising and work on a shift basis that may last between 6 and 12 hours.

Volunteers will require a high level of interpersonal skills, good communications skills, the awareness and ability to follow safeguarding procedures for vulnerable groups and identify own personal practical and emotional needs.

Volunteers will require DBS clearance and to complete relevant induction and training provided.



If you have any questions and would like to speak to find out more to help you to decide whether this is the role for you, please contact volunteer@cabeds.org.uk.

BLEVEC Commanders

Do you think you have the passion, skills and commitment to make a real difference to the Bedfordshire community in emergency situations?

This is an extremely rewarding role for someone with the right skillset who is looking for a challenge and wants to make a difference in their local community.

"I am always amazed at how quickly BLEVEC resources can be activated and how much BLEVEC Commanders are respected by our statutory partners and have an equal voice in the planning for, and involvement in, the management of emergency situations. It is a privilege to see the dedication of our emergency volunteers at every incident we have responded to " - Robert, BLEVEC Commander

What skills are required to be a BLEVEC Commander?

- Organisational and interpersonal
- Situational awareness
- Independent decision making
- Team working
- Knowledge of health & safety issues, risk assessment, safeguarding, volunteer wellbeing.

What training is provided?

BLEVEC provides ongoing training and support for volunteers to equip them with the knowledge and expertise to carry out their role effectively.

What is the time commitment?

BLEVEC can receive an urgent call for help at an incident at any time, 24/7, and Commanders can be asked to deploy, if they are available, at short notice. Expenses can be claimed for (mainly) traveling costs once called out but could also be for prolonged telephone calls/virtual meetings etc.

If you have any questions and would like to speak to a BLEVEC Commander to find out more and help you to decide whether this is the role for you, please contact volunteer@cabeds.org.uk.

Central Bedfordshire Council (CBC)

Do you have a hobby, passion or skill you could share with others online?



There is a brand-new opportunity to run online activities for day centre customers in our area, changing the lives of older people and adults with physical and learning disabilities across Central Bedfordshire. During the pandemic we had to suspend the operation of our day centres. These day centres support older people and adults with physical and learning disabilities to live fulfilled lives.

Our centres are now working towards opening with reduced capacity (social distancing requirements mean we can't accommodate as many people) but speaking to customers and their families during lockdown has shown that some people would really benefit from alternative support arrangements.

So, we want to undertake a pilot project to run online activities because nearly a third of customers said they'd benefit from that sort of support and interaction.

Here are some examples, but your ideas are welcome!

- Playing a musical instrument, singing
- Talking about your interests, a period of history, memories
- Poetry or short story readings, book reviews
- Art and Creative skills, knitting, crochet
- Cooking or baking tutorials
- Visiting attractions or talking about places visited
- Health, fitness and wellbeing
- Religious readings

The pilot will run for six weeks from 5th October and will offer online day activities via Zoom. If you would like to be part of this exciting project and have a hobby, passion or skill that you would love to share with others online, contact volunteer@cabeds.org.uk ASAP.

Autism Bedfordshire



Assistant Support Worker – Luton - Loads of Autistic Fun

Autism Bedfordshire are looking for motivated and enthusiastic team players with good communication and organisational skills to provide 1:1 support for autistic children and young people who attend our Saturday morning family support group Loads of Autistic Fun (L.O.A.F.) groups in Luton. Key aspects of the role include: assisting Support Workers in supporting individuals in our care; assisting in setting up safe areas for scheduled activities; promoting social and communication development through stimulating activities appropriate to age range and abilities. This is an ideal opportunity for individuals to gain valuable experience in childcare, youth work and special educational needs, specifically autism and related conditions.

To register your interest on Volunteer Connect [click here](#) or for further information and to download an application form on the Autism Bedfordshire website [click here](#).

GreenHouse Mentoring (GHM)

Since 2002, with the commitment of trained, screened volunteer mentors from diverse backgrounds, GreenHouse Mentoring has been helping young people in Luton to take responsibility for their actions, improve their social skills, become more self-confident and resilient and reach achievable goals.



GHM are excited to announce they will be running their next 'Introduction to Mentoring' training course from October - December 2020 with information sessions commencing in September 2020. The course has been redesigned to use a range of features including ONLINE modules and Zoom so that the Coronavirus doesn't stop the progress of the project. The current training materials will also be available to existing volunteers as well.

Check out what being a volunteer mentor for GHM involves below!

Volunteer Mentors

For one-to-one mentoring, volunteer mentors will meet with a young person for about an hour each week during term time (and sometimes during school holidays). Meetings normally take place at The GreenHouse, a school or a local Children's Centre or occasionally a public place in the Luton area. Activities might include learning a craft, computer games, pool, bar football or anything that the mentor, young person and GHM agree on! Volunteer mentors would also need to allow additional time (approx. an hour a week) to attend supervision meetings, training and travel to and from the mentee meetings. There are also 3 team training meeting a year.

GHM also deliver group mentoring sessions lasting on average 2-3 hours per session. Group Mentoring Skills & Activity Clubs run monthly and Group Mentoring Skills Courses (Dealing with Anger/ Building Self Esteem) run weekly.

GHM are careful about involving the right volunteers, with the right attitude and skills and are therefore looking for caring, sympathetic, consistent, reliable, objective, non-judgmental individuals with good communication skills, especially listening skills and a willingness to help young people in Luton. GHM would like volunteers to be able to commit to mentoring for a year once they have been matched with a young person. All volunteers will receive initial & ongoing training, supervision & annual evaluation.

For more details or to apply online [click here](#) or email: ghm.stopsley.net or call 01582 528213

[Click here](#) to find out more and register your interest on Volunteer Connect.

Flying Start Children's Centres Luton



Flying Start is working across Luton with its partners to make a real difference to children and families. By delivering a wide range of interventions and services for families and children, Flying Start supports parents to be the best parent they can and aims to make a positive change to the lives and life chances of future generations, with local community support being key to this.

Anyone can volunteer, it doesn't matter what experience or skills you have or how much time you can commit. Applicants need to have a good level of spoken, knowledge and understanding of English. Flying start welcome those who speak other community languages. As part of the recruitment process, there is mandatory training for all roles, which is completed through Luton Council and Luton Adult

Learning. Volunteers will also receive relevant training and resources relevant to each role. Volunteers are currently needed to support in the following roles:

ICAN Communication Ambassador

Your role as an ICAN Communication Ambassador is to share the key messages to help parents understand the importance of good communication with their child to support their later language skills which helps them when they attend school and later in life. It supports parents in understanding that the home learning environment and everything a parents does with their child, plays an important part in their child's development.

Oral Health Ambassador

Preventing tooth decay remains a priority for Luton. Young children have high levels of this avoidable disease; working together we can reduce the number of children experiencing pain and treatment and help improve their confidence and wellbeing. Oral Health Ambassadors will work with families across Luton, to raise awareness of the importance of looking after teeth. This is especially important during the Covid - 19 pandemic. Volunteers will provide information and resources to families on key oral health messages around brushing and oral hygiene, diet and sugar consumption and the importance of visiting a dentist with a focus on young children. Training for this role will take place towards the end of September.

Breastfeeding Peer Supporter

Are you a mother who breastfed for at least 3 months? Do you have a positive attitude towards breastfeeding? Would you like to help other mothers to have a positive breastfeeding experience? Breastfeeding has many physical and emotional benefits for mother and baby but it can time to get breastfeeding off to a good start and most mothers require support. Volunteers in this role will be promoting the importance of breastfeeding and offering emotional and practical support to mothers to help build their confidence with breastfeeding.

Parenting Ambassador

Flying Start Luton recognises the important role that parents have in their child's early development and that children do not grow up in isolation but need support from the community around them to thrive. Volunteers in this role will be promoting the importance of the parent role, and through signposting, enable parents to access services across Luton that can help in their parenting journey and build their confidence. Volunteers will provide basic information on what is on offer for Luton parents including benefits of courses and signposting families to children centre services.

If you are interested in the any of the roles above and would like to find out more please contact Sharon Hill, Volunteer Support Officer on 07849 079578 or email: sharon.hill@luton.gov.uk

Training

NOAH Enterprise 2020 -2021 Courses in Luton

Location for all courses below is NOAH Academy, 20-22 Hightown Road, Luton, Beds, LU2 0DD



DIGITAL LEARNING FOR BEGINNERS

Learn to create a document or CV, use the internet and email, search for work online, and use online storage.

When: Mondays & Wednesdays 09:30am – 12:30pm

[View the Digital Learning Flyer 2020 -21](#)

IT AND CONFIDENCE

Master basic IT skills and use technology to connect with others, while learning relaxation and wellbeing skills to manage stress and anxiety. Learning is delivered in a small and supportive group.

When: Tuesdays and Fridays 09:30am – 12:30pm

[View the IT for Confidence Flyer 2020-21](#)

SEW CONFIDENT

Practice your spoken English in a fun and creative setting with our five week Sewing and ESOL course. This programme is for ladies who's first language is not English.

When: Fridays 09:30 – 12:30

[View the Sew Confident Flyer 2020-21](#)

ESOL PROGRAMMES

Improve your English while gaining practical work experience and receiving mentoring support. Courses are designed for learners who are at pre– entry level (below level 1). Twelve weeks, four days per week.

When: Please contact The Academy for availability.

[View the ESOL for Work Flyer 2020-21](#)

COMMUNITY GARDENING

When: Fridays 13:00 – 16:00

Interested? Call or email to book your place!

FREE to eligible participants academy@noahenterprise.org 01582 726152

Luton Adult Learning

Please find attached to this email, three leaflets for the following courses provided by Luton Adult Learning.

Passport to employment

Skills – CVs – Applications – Interviews: Four simple steps towards the right job for you!

These free, interactive and online workshops have been designed with Luton in mind and are not to be missed.

Passport to Childcare

Do you want to work in the childcare sector or in a childcare setting? Then this course is for you! On this three-session course you will:

- Identify the skills and qualifications required to work in a childcare setting.
- Develop an understanding of the importance of safeguarding children in an early years setting.
- Identify how to promote Health & Safety in a childcare environment.

Art for Well-being

Would you like to improve your mental wellbeing and move closer to achieving your goals by engaging in wellbeing activities to improve self-esteem, engagement and awareness?

Be proactive in looking after your own wellbeing by engaging in craft activities. During the course we will explore ways to look for new and different opportunities and identify ways to recognise your skills.

View the attached leaflets, email passport@luton.ac.uk or [click here](#) to find out more.

Keeping in touch

Keeping in touch

Please let us know if you have continued volunteering during Covid-19, or whether you have taken on any additional volunteering relating to Covid-19 over the past few months.

The Volunteer Centre team are currently working remotely and providing support via phone and email. Please get in touch if you would like help or advice on any of the following:

- Using Volunteer Connect
- Volunteering during Covid-19
- Searching for volunteer opportunities
- Contacting an organisation for an update
- Any other volunteering-related questions!

[Using Volunteer Connect during Covid-19: Please note that during the current Covid-19 situation, some organisations may take longer to reply. Many organisations may have paused their volunteer recruitment due to working remotely and having to adapt their services. We are working with organisations to try to keep Volunteer Connect as up to date as possible but we thank you for your patience and understanding. If you have any queries, please contact us on \[volunteer@cabeds.org.uk\]\(mailto:volunteer@cabeds.org.uk\).](#)

Contact us on: volunteer@cabeds.org.uk

Kay Henderson – Volunteer Centre Manager | Karen Hall – Volunteering Adviser

Staying safe

Keeping Safe whilst Volunteering

Always follow the Government [staying alert and safe social distancing guidance](#) even when you are helping others or volunteering.

If you are returning to a volunteer role, always discuss the individual risks and talk to your volunteer manager about the measures that have been put in place to keep volunteers safe.

If you are helping those who are self-isolating, please remember to follow the government guidelines to ensure you are only spreading kindness and not anything else.

To help keep yourself and others safe, please act as if you are a potential carrier of the virus and take all practical measures to prevent passing it on to others more vulnerable.

Please remember:

- Only volunteer if you feel well enough, and are not self-isolating
- Always follow [government social distancing guidelines](#)
- Do not place yourself in positions where you may feel unsafe
- Always adhere to the latest government advice - [click here for more details](#)

Government - Coronavirus (COVID-19): safer travel guidance for passengers

If you are travelling to and from your volunteering then please ensure you are familiar with the latest [Government guidance](#) on how to travel safely during the outbreak including travelling by public transport and other means. Other guidance includes how to wear a face mask, how to make a face mask, who does/does not need to wear a face mask and what to take with you if you are walking or cycling. <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#travel-safely-during-the-coronavirus-outbreak>

The British Red Cross have prepared [short video and quiz](#) to help you volunteer safely.

This newsletter was produced on 25/09/2020 and follows government recommendations correct at this time. Please keep checking the [GOV website](#) for official advice and the latest information on staying alert and safe.

Additional information

Voluntary and Community Sector Job Vacancies

Autism Bedfordshire

Children's Services - Senior Team Leader – Wanted Fun in Luton - Part-Time: alternate Thursday evenings during term-time - £10.83 per hour (including holiday entitlement) - Location: Families United Network Centre, Unit 5, Britannia Estate, Legrave Road, Luton. We are looking for a motivated and enthusiastic Senior Team Leader at our Wanted Fun group in Luton to plan, supervise and run activities subject to guidance from the Children's Services Team. For further information or to discuss this post please call Amy on 01234 214871 or [click here](#).

Senior Team Leader – Loads of Autistic Fun in Leighton Buzzard - Part-Time: alternate Saturday mornings during term-time - £10.83 per hour (including holiday entitlement) - Location: Southcott Lower School, Leighton Buzzard. We are looking for a motivated and enthusiastic Senior Team Leader at our Loads of Autistic Fun group in Leighton Buzzard to plan, supervise and run activities subject to guidance from the Children's Services Team. For further information or to discuss this post please call Amy on 01234 214871 or [click here](#).

Support Workers – Loads of Autistic Fun in Bedford, Biggleswade & Leighton Buzzard - Part-Time: alternate Saturday mornings during term-time - £9.19 – £9.77 per hour (including holiday entitlement). We are looking for motivated and enthusiastic team players to join the Autism Bedfordshire team. Successful applicants will provide support for autistic children and young people who attend our LOAF groups in Bedford, Biggleswade and Leighton Buzzard. Applicants will need to have relevant experience & qualifications: For further information [click here](#).

Carers in Bedfordshire

Operations Manager - Responsible for overseeing all aspects of the charity's service delivery to clients, primarily carers of all ages but also people with care needs. Permanent contract – Salary £34,846 – 39,527 FTE – Full time (35 hours/week) - 28 hours/week - closing date 12th October 2020 – for more information [click here](#).

Bedfordshire Rural Communities Charity

Project Officer – Greensand Country Landscape Partnership - 3 days a week, including some evening and weekend work, 9 month fixed term contract. SCP 23 (£26,999 for full-time equivalent) per annum pro rata, plus contributory pension scheme and travel expenses. Are you a general all-rounder, with a multitude of skills, a can do attitude and a joy for being with people? Do you have passion, enthusiasm and are you highly motivated? For more information [click here](#).

Bedford Refugee & Asylum Seeker Support

Benefits Advisor - 2 days per week, actual salary £9,902.23 pa. (3 months contract initially) - to join their passionate, small team dedicated to improving the lives of refugees and asylum seekers. Advice sessions are currently held on Tuesdays and Wednesdays and help is given to clients needing help with benefit matters, including assistance with form completion. Closing date 28 September. Further details [here](#).

Keech Hospice Luton

Hospice at Home Co-ordinator - Permanent role -Job share 3 days a week - Salary £20,589-£23,177 FTE. The successful candidate will provide support and management to the volunteers, which will include developing and delivering training, facilitate Volunteer support meetings, while managing their daily activity. This role will involve completing formal risk assessments including Health & Safety and Lone Working. Closing date 4 October. For more information [Click here.](#)

Volunteer Engagement Manager - 37.5 hours per week - £28,179 - £32,525 pa - We are recruiting for an experienced Volunteering Engagement Manager, who will ensure we attract and retain volunteers from a wide range of backgrounds who contribute to the delivery of our strategic purpose. The Volunteering Engagement Manager will also manage a professional volunteering service that sits at the core of the organisation and reflects our Organisational values. The successful candidate will be a strategic thinker, with proven presentation skills and will be required to actively promote Keech Hospice Care as a place to volunteer locally and regionally using various platforms such as social media, careers fairs and events. Closing date 18 October. For more information [Click here.](#)

Urban Saints

Fundraising Manager Luton - £37,837 pa plus excellent benefits - 37.5 hours per week. 'The Fundraising Manager is a new hands-on role that will rekindle contact and support from the hundreds of thousands of people who have benefited from Crusaders and Urban Saints in the past, as well as starting relationships with new supporters who become inspired by our life-changing work with young people.' Closing date 12pm, 12 October For more information [Click here.](#)

Compass Wellbeing CIC

Healthcare Assistant – COVID-19 Community Swab Testing Service - full-time, part time and weekends, £9.11 - £9.85 per hour. We are developing our new COVID-19 Community Swab Testing Service for Bedfordshire, Central Bedfordshire and Luton and require Healthcare Assistants to support the testing facilities in the area. Successful applicants will be required to swab test both staff and patients from various settings including care homes and day centres and ensure this is done in a safe and effective way. All staff will be provided with adequate PPE and will be kept safe at all times. For more information [Click here.](#)

St John Ambulance

Community Fundraising Manager - £27,250 - £29,967 per annum - permanent - full-time Luton, Chelmsford or Cambridge. For more information [Click here.](#)

This email has been sent Community Action Bedfordshire. You are receiving this email because you registered your interest in volunteering via the CBC website or opted-in to be part of the "Volunteer Bank" when you registered on Volunteer Connect – you can opt-out at any time by un-ticking the box on your profile.

Alternatively, please reply with 'Unsubscribe' in the subject line.

Community Action Bedfordshire - www.cabeds.org.uk/coronavirus - volunteer@cabeds.org.uk

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