

Volunteer Role Description

Corporate Services



marymead
children • families • community

Position Title	Project Volunteer
Reports to	Unit Manager
Program/Area	Systems and Administration
Location	Rheinberger Centre, Yarralumla
Position No.	VCMR1
Description of Project/Purpose of Assignment:	
<p>Marymead has been operating in the Canberra and surrounding NSW regions for 50 years, delivering therapeutic and support services to meet the needs of children, young people and families in the community. Our organisation has a justifiable reputation for the delivery of high quality services to support vulnerable children, young people and families.</p> <p>We are seeking someone to complete a review of therapeutic practice frameworks including the Care Practice Model (previously in place at Marymead).</p>	
Outline of Volunteer's Responsibilities or List of Tasks	
<p>For this project, you will be required to:</p> <ul style="list-style-type: none"> • Understand Marymead's suite of clinical, therapeutic and support programs and services • Understand the purpose of a therapeutic practice framework • Gain an understanding of the Care Practice Model operated within the Marymead environment • Identify and research therapeutic practice models (current or historical) in like organisations with similar service delivery • Undertake a literature review of models identified in the above research • Gain an understanding of a variety of models in practice 	
Outcomes/Goals:	
<p>Our goals are to:</p> <ul style="list-style-type: none"> • Have a written review of appropriate therapeutic practice frameworks including their suitability for the current Marymead context • Provide recommendations on the most appropriate therapeutic practice framework for Marymead 	
Training and Support Plan:	
<p>For additional support during the project, you will be supported by the Unit Manager, Systems and Administration, Chief Executive Officer and Director of Client Services.</p>	
Reporting:	
<p>You will report to the Unit Manager, Systems and Administration. Fortnightly supervision will be undertaken to report on progress/seek feedback and input on project products/progress.</p>	
Time Commitment:	
<p>We are seeking someone to start no later than 31 March 2018 for a minimum of 5 hours/week for a period of three months.</p> <p>Part of this role may be carried out off site, which can be negotiated.</p>	
Qualifications, Experience, Qualities or other requirements:	
<p>This role would suit someone:</p> <ul style="list-style-type: none"> • With proven experience in or studying towards a Social Work qualification or related field • Proven understanding of therapeutic practice frameworks and the bases behind their development 	

- Sound research skills
- Ability to work with limited supervision within the context of the project
- Sound oral and written communication skill with attention to detail.

Benefits:

The benefits of this role include:

- Knowing you are contributing to continued improvement in service delivery within a well-respected, not-for-profit organisation;
- Being a part of a friendly and supportive team;
- Keeping your existing skills fresh or developing new ones;
- Contributing to student placement hours (if applicable)
- Knowing that you have relieved some of the pressure of our workload;
- Free onsite (Yarralumla) parking;
- A non-smoking environment.

Developed	Student Placement and Volunteer Coordinator 17 January 2018
Reviewed	Unit Manager, Systems and Administration 05 February 2018
Approved	Chief Executive Officer 13 February 2018