

# Volunteer Role Description

## Skills Development and Community Engagement Unit



**marymead**  
children • families • community

<b>Position Title</b>	Lego <sup>®</sup> Builders Group Volunteer
<b>Reports to</b>	Lego <sup>®</sup> Builders Group Facilitator (Marymead Autism Centre Service Coordinator)
<b>Program Area</b>	Marymead Autism Centre
<b>Location</b>	Yarralumla and Woden
<b>Position no.</b>	VAIG5
<b>Description of Project/Purpose of Assignment:</b>	
<p>Marymead has been operating in the Canberra and surrounding NSW region for 51 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>Marymead's Autism Centre provides a wide range of invaluable services and support to individuals on the autism spectrum and their families, all of which are person centred, strengths based, flexible, accessible and responsive.</p> <p>The Lego<sup>®</sup> Builders Group is a fortnightly group for children aged between five and twelve on the autism spectrum and their siblings. Participants can come along and enjoy building something new or from the instructions while developing their problem solving, fine motor and social skills.</p> <p>As group numbers are climbing, we are seeking an enthusiastic volunteer to assist the Lego<sup>®</sup> Builders Group Facilitator with the group.</p>	
<b>Outline of Volunteer's Responsibilities or List of Tasks</b>	
<p>The Lego<sup>®</sup> Builders Group Volunteer will:</p> <ul style="list-style-type: none"> <li>• Assist with set up and pack up of sessions (ensuring the premises are left clean, tidy and secure)</li> <li>• Welcome participants to the group</li> <li>• Support the Lego<sup>®</sup> Builders Group Facilitator and participants by encouraging supportive peer practice</li> <li>• Engage with and/or assist participants</li> <li>• Behave in a manner consistent with Marymead values and policies</li> <li>• Other duties as requested by the Lego<sup>®</sup> Builders Group Facilitator</li> </ul>	
<b>Outcomes/Goals:</b>	
<p>To know that things are going well, we will see:</p> <ul style="list-style-type: none"> <li>• You engaging with participants</li> <li>• Participants engaging with other members of the group</li> <li>• Increase in positive social group interactions</li> <li>• Positive feedback about the group</li> </ul>	
<b>Training and Support Plan:</b>	
<p>You will be required to attend a Marymead Autism Centre specific induction on the first day of the role. This will orientate you to the premises as well as provide you with information about:</p> <ul style="list-style-type: none"> <li>• The Marymead Autism Centre</li> <li>• Lego<sup>®</sup> Builders Group and your responsibilities in the role</li> </ul> <p>You will coordinate with the Lego<sup>®</sup> Builders Group Facilitator prior to each session (at times convenient to you both) so you will know what is required for each session.</p>	
<b>Reporting:</b>	

On arrival at each session, you will report to the Lego<sup>®</sup> Builders Group Facilitator.

No specific reporting is required for this role. You will have the option of debriefing with the Lego<sup>®</sup> Builders Group Facilitator after each session.

Report any incidents to the Lego<sup>®</sup> Builders Group Facilitator.

If you are unable to attend, you are required to advise the Lego<sup>®</sup> Builders Group Facilitator prior to the session.

**Time Commitment:**

We require someone on the first and third Sundays of each month from 10:00am – 11:30am (plus set up and pack up).

On the first Sunday of the month, the group is held in Community Room 2 at the Canberra Southern Cross Club:  
92-96 Corinna St  
Woden

On the third Sunday of the month, the group is held in the Function Room of the Rheinberger Centre,  
Marymead:  
Corner of Loch & Weston Streets  
Yarralumla

The frequency of the Sundays may be negotiated.

**Qualifications, Experience, Qualities or other requirements:**

This role would suit someone who:

- Has an understanding of or experience with individuals on the Autism Spectrum
- Interacts well with young people
- Enjoys Lego<sup>®</sup> based activities
- Can take directions
- Has well-developed communication skills

To be considered for this role a satisfactory police check (undertaken by Marymead) and a WWVP card is essential.

**Benefits:**

The benefits of this role include:

- Being a part of a friendly and supportive team
- Knowing that you are contributing to Marymead's program goals
- Engaging with the local community and contributing to their social and mental wellbeing
- The ability to promote positive awareness about the Autism Spectrum
- Meeting new people
- Smoke free environment

<b>Date Developed</b>	Student Placement and Volunteer Coordinator <b>05 June 2018</b>
<b>Date Reviewed</b>	Marymead Autism Centre Service Coordinator <b>05 June 2018</b>
<b>Date Approved</b>	Marymead Autism Centre Team Leader <b>05 June 2018</b>