

New Volunteer Pack

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Application form – please complete, sign and return

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Background

Simon Stanley was a 37-year-old teacher from Southampton, Hampshire, when he died from cancer. His wife, Sally, found there was no bereavement support locally for their two sons, Andrew (5) and Tom (2). Research indicated that The Stanley's experience was not unique and there was a wider need to provide resources and information to children, parents, teachers, health professionals and emergency services in Hampshire.

Simon Says became a registered charity in 2001, and was formally launched in 2002 with **Sally Taylor MBE** as its patron, with the aim of supporting children and young people within Hampshire, who have a close relative/friend who has died or is dying. The death of someone important can have a devastating effect on a young person, but we know that given appropriate support and information, children and young people can be helped to understand what has happened and can be helped to rebuild their lives.

From our office in West Wellow Simon Says supports children, young people and their parents living in Hampshire, through workshops, support groups, and written information and documentation. Simon Says runs a telephone support line and offers befriending and counselling services. Support groups currently run in the New Forest, Chandler's Ford, Portsmouth, Basingstoke, Gosport and a young people's group (YPG) in Eastleigh. The Groups offer the opportunity for families to learn from one another and share their experiences of bereavement with the realisation that other people have felt the same way which can be very reassuring in helping them through their bereavement journey.

Simon Says also works very closely with schools and professionals working with children offering advice, support and training on coping with child bereavement.

Facts & Figures

It is estimated that every 22 minutes a child or young person in the UK is bereaved of a parent.

It is estimated that 1 in 25 of school aged children (between 5yrs and 16yrs) will have experienced the death of a parent or sibling. This does not account for those who have lost another significant person e.g. grandparent, uncle, cousin or a close friend.

Covering just Hampshire, the Simon Says Helpline receives over 2500 calls per year requesting support and/or information for helping bereaved children.

An average of 900 bereaved children and young people attend the Simon Says support groups per annum.

Almost 50% of the deaths Simon Says has supported have been sudden deaths e.g. heart attack, road traffic accidents suicide, or murder.

Volunteer opportunities

At Simon Says we have a number of interesting and varied roles available. We are a charity committed to developing the services and support we offer bereaved children and their families in Hampshire.

Simon Says allows an opportunity for volunteers to use their existing skills as well as learning new ones. Our organisation is volunteer-led and you will be able to become really involved with the core work we do with the families we support.

Monthly Support Group volunteers – (YPG Tuesday nights others are weekend afternoons)

Volunteers are needed to support at our monthly support groups. These are a fun and informal way of working with children and young people up to the age of 18 and their families who have all been touched in some way by bereavement.

The sessions are themed on topics around bereavement and volunteers can be involved in planning and organising of the activities to meet the themes such as anger, memories, fears and worries. These activities are aimed at supporting them through the bereavement process. There are roles within the group that are more practical such as meeting and greeting the families, registering them and the most important person – the tea maker!

Volunteers need to be empathetic and patient and have the ability to encourage and support children through their bereavement.

Support Line (Monday – Friday)

This is a dedicated line offering information, advice and support to people who are closely connected to a child that has suffered bereavement. This is likely to be a parent, relative, school or healthcare professional. Volunteers would need to be comfortable talking to families and professionals around bereavement, volunteers can be home based and available during the day and/or evenings Monday to Friday.

Each new volunteer is given training which covers dealing with calls, relating to callers and logging information.

Presentations/schools

Volunteers are needed to present to schools, social services, healthcare professionals, companies, professionals and various community groups. Presentations can be anything from explaining what our service offers to how professionals can support children and their families in bereavement. These presentations will involve discussing the issues that bereaved children face and how different age groups may react to bereavement.

Volunteers are also required to attend schools to offer presentations, lesson plans, working with pupils or assisting to form their own support groups within their schools.

Fundraising/Events

Simon Says depends solely on donations from the general public and companies and are always keen to welcome volunteers who are interested in organising or attending fundraising events. Placing a collection pot in your local shop etc. or offer a helping hand at fun days, fetes, organised events or conferences.

Office Admin

Volunteers are always needed to assist in the office helping with general admin, answering the phone, or simply sending post.

Training is given and if you would like to volunteer we would love to hear from you. We have a very friendly group of both established and new volunteers who will provide you with a network of support once you get started.

VOLUNTEER APPLICATION FORM



Child Bereavement Support

| | | |
|--|---------------------------|-----------|
| Full Name: | (Mr/Mrs/Miss/Ms) | |
| Address: | | |
| | | Postcode: |
| Telephone: | Home: | Mobile: |
| Email Address: | | |
| Date of Birth: | Ethnic Background: | |
| Do you have a disability? <i>(If so what support can we offer you in order to help you volunteer)</i> | | |
| Have you suffered bereavement within the last 2 years? <i>(Please circle)</i> YES NO | | |

| | | | |
|--|--------------------------|---------------------------|--------------------------|
| What is your current occupation? | | | |
| Do you have previous experience working with children, illness or bereavement or in the voluntary sector? | | | |
| Tell us about yourself! Skills – interests – hobbies | | | |
| What motivated you to volunteer with Simon Says? | | | |
| Which area(s) of volunteering are of interest? <i>(please tick)</i> | | | |
| Support Groups <i>(children upto 11yrs)</i> | <input type="checkbox"/> | Telephone Helpline | <input type="checkbox"/> |
| Young People Support Groups <i>(young people 11yrs-18yrs)</i> | <input type="checkbox"/> | Fundraising | <input type="checkbox"/> |
| Presentations to Educational Settings/Health Professionals | <input type="checkbox"/> | Administration | <input type="checkbox"/> |
| When are you free to volunteer? <i>(please tick)</i> | Weekdays | <input type="checkbox"/> | Evenings |
| | Weekends | <input type="checkbox"/> | Flexible |
| How did you hear about Simon Says? | | | |

Declaration of Criminal Record

As a charity for children we have a duty to protect the children and young people that we work with. Therefore all paid and unpaid roles are exempt from the Rehabilitation of Offenders Act 1974. All convictions both spent and unspent, must be disclosed. A criminal record does not deny people the chance to volunteer with Simon Says, except in the case of offences against children or withheld information on any offence.

| | |
|--|------------------------|
| <p>Have you ever been convicted of a criminal offence, cautioned, reprimanded or given a final warning by the police, or do you have any court cases pending?</p> | <p>YES / NO</p> |
| <p>If YES, please give details below with dates of offences, sentences, cautions, reprimands, final warnings and court cases pending:</p> | |
| <p>Is there anything else of this nature that you feel we would want to know, or that you ought to tell us about?</p> | |

Signed: _____ **Date:** _____

References

Please provide details of two people who would be prepared to provide a reference (excluding family members) who know you well. If you have worked in the past 5 years, at least one reference should be from your last employer.

| | Referee 1 | Referee 2 |
|--|-----------|-----------|
| Name: | | |
| Job Title: | | |
| Address: | Postcode | Postcode |
| Telephone Number: | | |
| Email : | | |
| How long have you known this person and in what capacity? | | |

Volunteer Guidelines

Our Mission Statement

To ensure that the carer of any bereaved child or young person in Hampshire is aware of Simon Says and the services it provides.

Simon Says helps them to help themselves

Simon Says will support you by:

- Providing training and support.
- Inviting you to various events.
- Offering quarterly supervision with fellow volunteers to discuss cases and safe practice.
- Reimbursement of agreed expenses
- Providing you with adequate insurance cover for voluntary work approved and authorised by Simon Says
- Offering support when you need it!

Simon Says requests that volunteers:

- Continually act in the charity's best interests
- Attend supervision regularly
- Ensure confidentiality at all times
- Keep within boundaries of the charity support network
- Offering information and resources which Simon Says has approved.
- Commit to volunteer for an agreed time and provide as much notice of availability.
- Follow the process required by Simon Says when reporting all information of calls.

Please sign below to say that you have read, understood and agreed to the volunteer guidelines

NAME

SIGNED

DATE