

**PLACEMENT PROFILE FOR VOLUNTEERING**

<b>Placement title:</b>	Volunteers at mealtimes
<b>Main aim of placement:</b>	The main purpose of this role is to assist patients and ward staff at mealtimes
<b>Placement location and hospital site:</b>	Bristol Royal Infirmary and South Bristol Community Hospital wards
<b>Named contact (name and job title) for day to day accountability for volunteer:</b>	Janette Brittan, Dietetic Assistant for Food Policy

<b>Times placement available for volunteering:</b>	Mealtimes (weekday lunch times at present; weekends, breakfast and evening meals at the discretion of the ward manager and Mealtimes Volunteer Coordinator, on completion of training)
<b>Duration of placement (if not ongoing):</b>	Ongoing
<b>Level of CRB check required:</b>	Enhanced

<p><b>Description of main tasks specific to the placement:</b></p> <ul style="list-style-type: none"> <li>• To assist patients with feeding and food, completing food record charts</li> <li>• To socialise with patients at ward level and giving encouragement with food</li> <li>• To assist with preparing patients for mealtime, i.e. tidying tables, offering hand wipes</li> <li>• To helping patients fill in menus</li> <li>• To assist ward staff with meal service</li> </ul>
<p><b>Details of any specific skills / attributes required by volunteer:</b></p> <ul style="list-style-type: none"> <li>• Patience and understanding</li> <li>• Good social and communication skills</li> <li>• Helpful and accommodating manner</li> <li>• Sensitive, compassionate and tactful nature</li> <li>• Negotiating skills and experience of dealing with difficult situations</li> <li>• Able to work on own or part of a team</li> <li>• An interest in food and nutrition</li> </ul>
<p><b>What the volunteer can expect to gain from the placement:</b></p> <ul style="list-style-type: none"> <li>• A good understanding of how patient's nutritional needs and requirements are met</li> <li>• Training from the Department of Nutrition and Dietetics, Speech and Language Therapists and the Dementia Team. There may be the opportunity to be involved in other departmental projects</li> <li>• Knowing that what you do can make a difference to a patient's hospital stay</li> </ul>

A volunteer is a valued member of University Hospitals Bristol NHS Foundation Trust and is expected:

- To volunteer within the guidelines agreed by the voluntary services manager and named contact for the placement
- To carry out their duties with consideration and respect to all staff, general public, Foundation Trust members and patients
- To maintain confidentiality at all times, while on placement and once the placement is complete
- To maintain good standards of communication with staff, general public
- To comply with the Trust's Health & Safety Policy

University Hospitals Bristol NHS Foundation Trust will at all times actively support, encourage and develop the voluntary services provided by individuals on placement. It commits to treat its volunteers with respect and courtesy and ensure that they receive appropriate training for the placements they undertake.

University Hospitals Bristol is committed to safeguarding and promoting the welfare of all children, young people and vulnerable adults, and as such expects all staff and volunteers to share this commitment.

You have a responsibility for contributing to the reduction of infections.

This is not a contractual relationship between University Hospitals Bristol NHS Foundation Trust and the volunteer.

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