



Community Response (COVID-19) – Volunteer Position Description & Agreement



POSITION DESCRIPTION

Community Response (COVID-19) Volunteer Role

Reports to	Team Leader
Location	Local City or Region
Employment Status	Volunteer
Role Purpose	As a general volunteer assisting with the community response (COVID-19) plan initiated by Orange Sky, the purpose of your role is to engage with and deliver all aspects of running an outreach shift safely in a community setting.
Role Relationships	<p>Service Support</p> <p>Team Leader</p> <p>Service Leader/ Service Coordinator</p> <p>Service Provider</p> <p>Friends</p> <p>Members of the public</p>
Role Responsibilities	<p>As a member of the Community Response (COVID-19) team in support of our mission, vision and values, your responsibilities are as follows:</p> <ul style="list-style-type: none"> Operate the Orange Sky vehicle only within the shift times allocated and in full accordance with Orange Sky's COVID-19 safety procedures. Abide by all community response (COVID-19) shift policies, procedures and requirements while representing Orange Sky on shift. Report any incidents to Service Support as soon as safe to do so. Participate in any follow-up communications required in the incident debriefing process. Respond to all communication in a timely manner via phone, email, shift message group or in person with all

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other members of the Orange Sky Family.

- Engage in positive and genuine conversations with all friends, volunteers, service partners and members of the public.
- Assist in driving the van to and from shift.
- Actively engage and utilize Orange Sky's technical resources such as the tablet and Portal.
- Help to train newer volunteers on shift operations, onsite hazards/mitigation strategies and OS App operation.

Selection Criteria

To be considered for a volunteer position within the community response (COVID-19) team, applicants must:

- have an understanding of COVID-19 transmission
- have an understanding of and compliance with PPE procedures
- have an understanding of mental health and well-being.

In addition to the above:

- Demonstrate the characteristics of an Orange Sky person.
- Not have any pre-existing health conditions that would put you in a greater risk category as specified by the Australian Government.
- Demonstrate their willingness and ability to engage in clear verbal conversations of a positive and non-judgmental nature with people experiencing homelessness.
- Have the physical ability to operate all equipment including the washing

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	<p>machines, dryers, generator/power, hoses/tanks.</p> <ul style="list-style-type: none"> • Be able to comprehend and adhere to all community response (COVID-19) safety and operational procedures. • Demonstrate a commitment to Orange Sky and our mission to positively connect communities.
Training requirements	<p>Prior to joining a community response (COVID-19) shift, you are required to read & understand this document as well as the Safe Work Instruction provided. A COVID-19 Volunteer Induction module will be completed by all volunteers prior to attending shift.</p>

OUR VOLUNTEERING AGREEMENT

We want to make your volunteer experience with us enjoyable, rewarding and safe. The information provided below outlines what you can expect when volunteering with us.

You can expect us to provide you with:	As an Orange Sky volunteer, we ask you agree to:
<ul style="list-style-type: none"> • A safe, respectful, fair and non-discriminatory volunteering environment • A clear explanation of what your role involves, what is expected of you and who you need to speak to if you need support • The ability to stop volunteering with us without pressure or judgement 	<ul style="list-style-type: none"> • Perform your volunteering role to the best of your ability • Be accountable for your actions • Support and abide by Orange Sky's instructions within the documents provided to you • Report all incidents on shift to Service Support as soon as reasonably safe to do so.

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