

Volunteer Role Description

This opportunity is open to anyone who wants to gain some teaching experience in an informal setting or someone who simply wants to contribute by volunteering their spare time. If you are interested in supporting adults with managing their moneys and understanding the risk of poor money management, this is a great opportunity.

As a volunteer financial literacy assistant, you will have the opportunity to:

- **Make a real difference:** Supporting people from a range of backgrounds to flourish in life. As a support assistant you will be supporting teachers in the delivery of lessons.
- **Make the most of your existing skills and learn some new ones.** Our volunteers receive the same training and development (and CPD) as our staff members.
- **Learn something about how projects are run.** You will gain experience in project administration and will be able to see the organisational planning involved in running projects.
- **Be part of an amazing team.** Our volunteers are part of our delivery team and often say that they felt as part of our team when supporting us our clients.
- **Volunteer expenses:** We reimburses volunteers' travel costs and subsidise lunch (for those working a full day).
- **Access to our courses:** You might find out about a course at MISDC that you would like to join.

Role title:	Volunteer as a Financial Literacy Assistant
Where:	Lewisham/Lambeth
When:	
Commitment:	Minimum 3 hours per week
Requirements:	<ul style="list-style-type: none"> • Enjoy working in a team • To prepare materials in advance • Provide tutorial support • Position yourself as a resource for learners • Volunteer at least 3 hours per week • Work one-on-one with students who need additional help • Operate classroom equipment as needed
What's in it for you:	<ul style="list-style-type: none"> • Develop priorities • Learn new skills • Develop personal growth • To be productive • Improve your communication skills • Meet new people • Gain experience for your CV • Help the community • Develop career opportunities • Increase confidence

You need to be:	<ul style="list-style-type: none"> • Patient • Fair • Open minded • Learners may come from various cultural backgrounds and face different learning challenges. You will need to be at ease whether supervising an entire class or working one-on-one with students • You will also need to be comfortable following MISDC staff directions and working independently
Why we want you:	We require a volunteer to provide support in the classroom
Notes:	<p>Induction will be provided. Appropriate training will be provided. Travel and/or lunch expenses will be reimbursed where necessary</p>
Main point of contact/supervisor:	Christine Adams Christine.a@micomputsolutions.co.uk

Our Values:

Before applying for this role, please check that you answer YES to all the following questions:

- You believe in the life-changing value of education
- You celebrate and value diversity and the enrichment and benefit it brings to society
- You thrive in a fast-paced environment and can re-prioritise your work plans according to events and needs
- You believe in an empathetic and caring approach to team working, valuing the contribution of team members at all levels
- You believe in the importance of continuous improvement and learning new skills