

## Please indicate the type of volunteer work you are interested in

(please tick all that apply)

### General needs housing

- Housing and income management
- Lettings (tenancy management)
- Projects and activities

### Supported housing

- Administration
- Policy and performance
- Assistant tutor
- Assistant supported housing officer
- Befriending
- Lunch clubs
- Carer

### Central services

- Human resources
- Organisational development
- Communications
- Repairs and maintenance
- Reception
- IT
- Facilities management

### Seasonal volunteering - community regeneration

- Social activities, fun days, clubs
- Project work
- Gardening

## Do you want to volunteer?

Fill out this form and return to us and we will be in contact with you.

First name

Surname

Address

Postcode

Email address

Telephone number

Mobile number

**Please return this form in an envelope to the FREEPOST address:**

**FREEPOST PRUZ-UXRE-AUCE  
RICE team, Viridian Housing  
London SW12 8PP**

### Help and advice

If you have any questions or would like this leaflet in another format, for example in large print, Braille or on audio tape, please contact us.

#### Arabic

التطوع في اسكان فيريديان Viridian Housing  
تشرح هذه النشرة كافة الطرق التي يمكنك بواسطتها التطوع معنا واكتساب خبرة عملية وتعلم مهارات جديدة. وفي حال رغبتك بترجمة هذه النشرة الى لغتك، يرجى الاتصال معنا على رقم الهاتف 0330 123 0220

#### Pashto

په ویریدیان هوسټک کې پخپله خوښه کار کول  
دغه معلوماتي پاڼه ټولې هغه لارې چارې په گوته کوي چې تاسو کولی شئ په خپله خوښه پرې له مونږ سره کار وکړئ، کاري تجربه ترلاسه کړئ او نوي مهارتونه زده کړئ. که تاسو غواړئ چې دغه معلوماتي پاڼه متناسو په ژبه ترجمه شي هيله ده چې له مونږ سره په 0330 123 0220 ټیلیفون نمبر باندې اړیکه ونیسئ.

#### Polish

**Wolontariat w Viridian Housing**  
Niniejsza ulotka zawiera informacje na temat różnych form wolontariatu, dzięki któremu będą Państwo mieli możliwość zdobycia doświadczenia zawodowego oraz nabywania nowych umiejętności. Jeśli chcieliby Państwo uzyskać niniejszą ulotkę w języku polskim, prosimy o kontakt pod numerem 0330 123 0220.

#### Russian

**Работа добровольцем в жилищной организации Viridian**  
Эта брошюра объясняет все способы как вы можете работать добровольцем у нас и получить опыт работы, а также приобрести новые навыки. Если вы хотите получить эту брошюру на вашем языке, пожалуйста свяжитесь с нами по телефону 0330 123 0220.

#### Somali

**Sida mutaddawac loogu noqdo ururka guryeynta ee Viridian Housing**  
Waxuu buugyarahani kuu sharxayaa gebi ahaan siyaabaha aad mutaddawac noogu noqon karto annaga ee aad u samaysan karto khibradda shaqada aanad u baran karto xirfado cusub. Haddii aad rabto in buugyarahan laguugu soo turjumo luqaddaada gaarka ah fadlan nagala soo xiriir lambarka 0330 123 0220

#### Spanish

**Trabajo Voluntario con el Refugio Viridian**  
Este prospecto explica todas las maneras que usted puede ofrecerse voluntariamente con nosotros y ganar experiencia profesional y aprender nuevas destrezas. Si usted quisiera este prospecto traducido a tu propio idioma por favor éntrenos en contacto con el 0330 123 0220.

#### Turkish

**Viridian Housing'de Gönüllü Olarak Çalışma**  
Bu broşür, bizimle gönüllü olarak çalışma, iş tecrübesine sahip olma ve yeni beceriler öğrenme hususlarındaki her şeyi açıklamaktadır. Eğer bu broşürün kendi dilinize çevrilmesini isterseniz lütfen 0330 123 0220 numaralı telefondan müşteri hizmetleri ekibimizle irtibat kurun.

# Volunteering at Viridian



## Why volunteer with us?

Our volunteer programme is designed to help you gain the skills and experience you need to make the most of opportunities in your life. During your placement with us we will give you training and support which will help you find employment, progress into further education or help you with your own business or community group.

We have many volunteers registered and have placed volunteers in the following teams:

- Resident involvement and community engagement
- Housing
- Supported housing (Deaf care services and main office)
- Retirement housing for older people, and
- Community centres in London

### Who can take part?

Both Viridian and non Viridian residents can take part. Our volunteers come from various backgrounds and all want to gain skills and experience and help them achieve their goals and aspirations.

### What can I expect?

- Three to six month work placement
- Career advice
- Mentoring
- Free training

### Who can I contact?

Talk to us on **0330 123 0220**

Email – [volunteering@viridianhousing.org.uk](mailto:volunteering@viridianhousing.org.uk)

Or visit our website – [viridianhousing.org.uk](http://viridianhousing.org.uk)

## Volunteer training questionnaire

### Which courses would you benefit from?

#### Literacy/numeracy

- English lessons (reading and writing/ESOL)
- Dyslexia awareness
- Sign language
- Creative writing
- Basic maths

#### Computing

- Using computers
- Word
- Excel spreadsheets
- Photoshop
- Creative writing

#### Resident participation

- Challenging decisions
- Chairing meetings
- Presentation skills

#### Career

- Interview skills
- Office etiquette
- Life skills
- Time management
- CV writing
- Interview techniques
- Presentation skills
- Mock interviews
- Customer service skills
- Health and safety at work
- Employment rights
- Time management

#### Health

- First Aid
- Self defence
- Keep fit
- Swimming

#### Accredited

- Food hygiene
- First Aid
- Health and safety at work
- Housing CIH

#### Home/community

- DIY
- Gardening
- Car/bike maintenance
- Setting up a residents association
- Finding funding for community projects
- Safety in the home
- Home ownership

### How long would you want courses to run?

- Hours
- Weeks

### Would you want the courses to be accredited?

- Yes
- No

### Would you need assistance with child care/crèche facility?

- Yes
- No

If yes, for how many children and for what ages?

### Where would you like to learn?

- At home
- Local venue/community centre
- College
- Other

Please state

### Do you consider yourself to have a disability, health problem or learning need?

- Yes
- No

### Are you a council or housing association resident?

- Yes
- No

If yes, please state which one