



Summary of Volunteering Opportunities

October – 2020

With busy lives, it can be hard to find time to volunteer. However, the benefits of volunteering are enormous to you, your family, and your community. The right match can help you find friends, reach out to the community, learn new skills, and even help your career. Volunteering can also help protect your mental and physical health & wellbeing.

Here at Voluntary Action Orkney, we'll guide you through each stage of finding that right volunteering role, and if required give you some help too.

If you let us know the type of volunteering role you are looking for, we'll do our best to approach appropriate organisations and find a relevant volunteering opportunity for you.

Some opportunities are marked "PVG" (Protection of Vulnerable Groups). If you are considering any of these volunteering opportunities, you would be required to become a PVG Scheme member. Please ask for more details.

If you would like more information on any of the volunteering opportunities below, please contact us on 01856 872897 or email robert.mcgregor@vaorkney.org.uk

Opportunity of the Month

Restart Orkney

Van Driver

Restart are looking for volunteer van driver, to pick up small electrical items from customer's houses every Friday commencing 25th September. The volunteer will need to be over 25 with a full, clean licence to satisfy insurance requirements.

This is a great opportunity to make an environmental difference locally, whilst helping those on low incomes

What we do

Promote, support and encourage people to volunteer

Act as a central point for volunteers, putting them in touch with suitable placement organisations

Guide people through the registration and placement process

Develop new projects which offer placements for volunteers

Support local community groups and statutory bodies in delivering best practise in volunteer management

Offer dedicated support to potential volunteers who may have additional support needs or those affected by confidence issues

Keep in touch with what is happening on the volunteering scene nationally

Advice and support to local groups around the management of volunteers

Training courses for volunteers and for local voluntary committees

Information and training around PVG membership

We also support groups with Micro (One off) volunteering projects such as bag-packing and one day community volunteering events. (e.g. tree-planting)

What we offer

Information about the many local volunteering opportunities

Information on volunteering elsewhere in Britain and overseas

A recruitment process and promotional avenue for local groups to advertise their vacant volunteering opportunities

Advice and support for volunteers

Index of Categories

- **Administration/Reception/Secretarial**
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- **Care Homes/Day Centres and Older People**
- **Digital Media/IT**
- **Driving and Transport**
- **Education/Tutoring**
- **Families, Children & Young People**
- **Fundraising**
- **Health, Wellbeing & First Aid**
- **Manual/Workshop**
- **Outdoor Activities – e.g. gardening, conservation, etc...**
- **Promotion and Advertising**
- **Retail/Charity Shops**
- **Supporting Social Activities – e.g. befriending**
- **Supporting People in Distress/Crisis/Emergency**
- **Short Term Opportunities**

Admin & Reception							Other Information
Organisation	Opportunity	Description of duties	Days	Times	Desirable skills	Training	
Orkney Library and Archive	Wartime Service and Personnel Archive Project	To research Orkney Library archive for mentions/details of service personnel who have been stationed in Orkney back to the Napoleonic Wars. To then transfer this data to a database.	TBA	TBA	Basic computing and typing skills	Induction to the archive and training in the use of Microsoft Access	
Voluntary Action Orkney	Admin and Reception Volunteers	Answer and transfer telephone calls to VAO staff, keep the reception area tidy, ensure publications are displayed effectively and kept up to date, and assist the administrative team as required, including the circulation of in-coming mail and posting of out-going mail, photocopying, laminating , binding etc.	Mon, Tues, Wed and Thursday	1pm to 5pm	Good communicator, reliable, have a mature and responsible attitude	Induction, training and ongoing support from admin staff.	
Restart Orkney	Receptionist	Answering phone calls from the public. Arranging delivery and collection of furniture and goods. Inputting details of sold items into a stock database. Creating posters and updating social media pages, especially Facebook. Taking photos of stock new into the shop and uploading on to Facebook page. Answering emails and other admin duties as directed.	TBA	12.30 - 4pm	Good phone manner and social media knowledge, especially Facebook as a lot of sales are generated through this. Some IT knowledge is required for Word and emailing.	All volunteers will receive a full induction, on the job training and support.	


Accommodation Provision/Hosting							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
Advice & Welfare							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
The Blue Cross Pet Bereavement Service ❖ NATIONAL	Support Line Volunteer	Helpline volunteers offer emotional support for bereaved pet owners	From home for a few hours per month	See previous column	Warm and approachable telephone manner. Empathy with loss of a pet. (not recommended if loss of pet within the last 6 months)	Training from home, couple of hours per week over 16 weeks.	PVG
Orkney CAB - Urgent	Volunteer Advisers	General advice giving to the public	One full or two half days a week	4 hours per session.	Good listener and communicator	Full training as necessary	
Animals & Pets							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
Therapet (Canine Concern Scotland Trust) ❖ NATIONAL	Therapet Volunteer	Volunteers and their registered pet, visit hospitals and residential, nursing homes etc	To be agreed	To be agreed	Ability to communicate especially with the elderly and infirm	Your pet will be examined by vet and assessed for suitability	PVG
Arts, Museums and Heritage							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of Duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable Skills</i>	<i>Training</i>	
Orkney Young Archaeologists Club	Branch Assistants	Develop, plan and deliver fun and educational sessions for young people, themed on archaeology. Supervise young people during	No set days	6 hours per month	Reliable and trustworthy Have excellent communication skills Have excellent organisational skills	An informal induction meeting will be held with the YAC Orkney	PVG

		<p>sessions</p> <p>Work with the team to create an annual programme of sessions</p>			<p>Be friendly and approachable</p> <p>Have the ability to support other volunteers</p> <p>Good with children</p>	team.	
Orkney Young Archaeologists Club	Session Coordinator	<p>Coordinate Branch volunteers— in attending sessions and keeping note for YAC UK, who requires training/PVG checks etc.</p> <p>Coordinate booking session venue(s)</p> <p>Ensure Orkney YAC meets YAC UK's policies and procedures at all times (e.g. insurance)</p> <p>Oversee annual Orkney YAC session schedule and provide information for Membership secretary to send out to members.</p> <p>Keep in regular contact with YAC UK</p>	TBA	2-4 hours per month	<p>Reliable and trustworthy</p> <p>Have excellent communication skills</p> <p>Have excellent organisational skills</p> <p>Be friendly and approachable</p> <p>Have the ability to support other volunteers</p>	An informal induction meeting will be held with the YAC Orkney team.	PVG
Orkney Young Archaeologists Club	Club treasurer	<p>Keep records of all membership fees paid annually</p> <p>Keep records of a small amount of expenses for running YAC sessions</p> <p>Being responsible for the Club bank account (pay in & writing cheques/internet banking)</p> <p>Submit a simple 'finance form' to YAC UK once a year to show the club's income & expenditure</p> <p>Be responsible for monitoring the use of any grant funding the club receives.</p>	No set day	1-2 hours per month	<p>Reliable and trustworthy</p> <p>Good record-keeping skills</p> <p>Diligent and can meet deadlines</p> <p>Good with basic finances</p> <p>Basic knowledge of Microsoft Excel would be an advantage</p>	An informal induction meeting will be held with the YAC Orkney team.	PVG
St Magnus Centre	Centre Volunteers	The volunteer's role is to welcome visitors to the centre, explain about the 15 minute film which highlights the life of St Magnus. Assist all other users of the centre, take cash for souvenir items and generally	Mon to Sat	10am to 1pm and	If you are enthusiastic and approachable and enjoy meeting members of the public from all over the world then this is the role for you.	All volunteers receive an induction and ongoing support.	

		help visitors with information.		1pm to 4pm			
Board/Committee Members							
Organisation	Opportunity	Description of duties	Days	Times	Desirable skills	Training	
Pubwatch orkney	Chair	<p>Orkney Pubwatch are looking for someone to take on the role of Chair for their partnership. Orkney Pubwatch has recently gone through a significant rejuvenation and are looking for an enthusiastic and dedicated person to take it to the next level.</p> <p>The role will have you working closely with the local members and the local Police. You will have full autonomy to take Orkney Pubwatch in the direction you feel appropriate providing it fits with the constitution and policy documents.</p>	TBC	TBC	This is a perfect development opportunity for those whom are looking to develop themselves as a manager. You will be required to demonstrate your entrepreneurial organisational and communication skills. You will also be required to represent Orkney Pubwatch at the local licencing board.	Full support given by members	
Orkney Female Football Association (OFFA)	Board Members (Officers)	<p>Orkney women's football is a growing and popular sport. To help maintain and sustain this growth OFFA is being established to progress female football in Orkney.</p> <p>OFFA are therefore looking for volunteers to take on the following roles in order to give women's football in Orkney a firm foundation for future success.</p>	TBA	TBA	Enthusiasm. A commitment to women's football and good organisational skills.	Ongoing support.	

		Chairperson; Vice-Chairperson; Secretary; Treasurer.					
SSPCA	Trustees	A strong commitment to and belief in the work of the SSPCA is an essential requirement. You do not need to live in the central belt as the Board would welcome applicants from all over Scotland who can participate in meetings by conference call and who are prepared to commit to attending one Board meeting and the AGM per year.	TBC	TBC	Specifically, it is looking for someone with a background in veterinary medicine and someone who is a great strategist.	TBC	
Orkney Arts Society	Board Members	Orkney Arts Society are looking for nominations for committee vacancies as follows: • Chair - usual Chair duties overseeing the committee and meetings. • Music Secretary - arrange around 5 music events / concerts each year incorporating workshops for young people • Funding Secretary - identify appropriate funding streams and make applications	TBA	TBA	You do not have to be a current member but must have some appropriate experience and want to help maintain and grow interest in the Arts in Orkney.	Induction to Orkney Arts Society and ongoing support and training	
Orkney Athletic Club	Club Treasurer	Deal with all financial issues relating to the club (including gathering and banking cash for term fees / trips, etc); Deal efficiently and effectively with all invoices and bills; Liaise with suppliers, notably the Pickaquoy Centre re bookings/payments;	Committee meetings happen roughly every 6 - 8 weeks throughout the year		Honesty; Accuracy; Financial record-keeping; IT skills & online banking; Good organisational skills; and Reliability.	Ideally the person has some experience of finance management, keeping financial records. The current treasurer will provide a full induction and hand over.	

Orkney CAB	Treasurer	<p>CAB are currently looking for a new Treasurer to join the Board of Trustees to help guide and advise them on financial concerns.</p> <p>The general role of the Treasurer is to maintain an overview of the organisation's affairs, ensure the organisation is financially viable and ensure that proper financial records and procedures are maintained.</p>	TBC	4-6 hours per month	Financial skills background would be an advantage and a commitment to CAB'S vision and values.	The current treasurer will be staying on as a board member so will train up the new treasurer and there will be CAB induction training.	
Women's Aid Orkney	Board Members	<p>Women's Aid Orkney are looking to increase the size and diversity of their board of directors/trustees. They are looking for feminist, creative and innovative women with a broad range of skills and experience and in particular with an interest in fundraising.</p>	TBC	TBC	Organised, good communication skills and an interest in fundraising.	Full induction.	
Orcadian Story Trust	Treasurer	<p>The Orcadian Story Trust is a heritage group whose aim is to preserve, promote and develop the tradition of story- telling in Orkney. The trust is an all-volunteer organisation and are looking for a new volunteer who can take on the role of treasurer. They are looking for someone who is interested in helping to preserve the stories and the traditional art form of storytelling.</p>	TBA	TBA	The Trust require an organised person with some experience of balancing the books and completing forms and who can complete tasks in a timely manner.	Training will be provided for as long as necessary and there will be ongoing support.	Make a contribution to Orkney's story telling heritage!
Relationships Scotland Orkney	Board Members	<p>RSO are currently looking for Board members with a range of skills but in particular need someone with finance skills to act as Treasurer.</p>	TBC	TBC	An ability to work as a team member.	Induction to RSO and ongoing support from other board members.	
Friends of Aurrida House	Committee Members	<p>Support for families of special needs children and raising funds for Aurrida House for equipment and outings.</p>	Meet 6 times a year.	TBC	Commitment and enthusiasm.	Ongoing	

Employability Orkney	Board Members	Interested and enthusiastic board members required to support the charity, to join the board of directors and attend monthly meetings and support the work and ongoing development of the charity.	2 Hours monthly	Monthly	A background in finance or business would be desirable and a keen interest in employment issues.	Induction and full training provided.	
 Home Start Orkney Awarded 2011	Board Member/Trustee	To help in the overall management of Homestart. Ensuring compliance with all legal and regulatory requirements	Meetings are held every 6-8 weeks	See previous column	We would welcome people with a background in: PR and Marketing; Management; Personnel Management; IT and Fundraising.	Induction to start and ongoing training as required.	PVG
Diabetes Scotland (Orkney)	Committee Members	To help provide support and information, raise awareness, fundraise, campaign and plan social events	Committee meets on Wednesdays Every 2-3 months	TBA	Ideally, we would like to attract a range of people with an interest in Type 1 and Type 2 diabetes (as well as other types, such as gestational and MODY diabetes) and supporting the activities of the local and national group.	TBC.	
Marie Curie Fund Raising Group Orkney	Board Member	To meet Bi Monthly to discuss ways of raising money for Marie Curie Nurses who provide care for terminally ill patients at home.	Bi Monthly	To be confirmed.	Someone who is confident in dealing with the public, has ideas about fundraising and good with money.	TBC.	A great way to get involved with a local group and share ideas.
Care Homes/Day Centres and Older People							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	


VAO Adult Befriending Service	Evergreen Tuesday Club Volunteer	Evergreen Tuesday Club is a vibrant club that supports the members by making a cuppa, chatting with the members, helping out with activities such as quizzes, games and other activities, clearing up after the group	Tuesday	1pm to 3.30pm	Reliable, chatty, organised and capable.	Induction and ongoing support.	
VAO Adult Befriending Service	Weekly Games Group Volunteer	To help with a new weekly games group for older adults to be run on Thursday afternoons. The volunteer will help out with teas, coffees and games. The games will include indoor bowls, boccia, quoits and skittles. There will also be board and card games.	Thursdays	Afternoon	A caring nature and good communication skills along with the ability to support and encourage older people to take part.	Informal chat and full support from Adult Befriending staff during volunteering.	A chance to play games and have a cuppa with lovely older folk!
Marengo Lunch Club	Recreation/Music Volunteer	To help with activities, games and socializing. Someone with musical ability would be really appreciated to play with and for the members.	Thursday.	12-3pm	A sense of fun, ability to work with older folk from all backgrounds and good communication skills.	Induction and ongoing support.	PVG
Braeburn Court, St Margaret's Hope	Activities Volunteer	Helping with music, baking, cooking etc.	To be agreed	To be agreed	Good communication skills	Induction to start and then training as when necessary	
Braeburn Court, St Margaret's Hope	Craft Volunteer	Sharing craft ideas with service users	To be agreed	To be agreed	Good communication skills	Induction to start and then training as necessary	
Braeburn Court, St Margaret's Hope	Lunch Club	Helping out to make the Lunch Club an enjoyable experience for the service users	To be agree	To be agreed	Good communication skills	Induction to start and then training as necessary	
St Rognvald's House	Reading Aloud Befriender Saltire Award Compatible	Volunteer to read newspaper, poems, books to keep people up to date with what is happening in the community, encourage people to share their own stories interests	Up to 2 hours per week	Any morning or afternoon (except Sunday pm)	No experience necessary. Friendliness and willingness to read to people and to chat	Introduction to start and support as necessary	PVG
St Peter's House	Activities Volunteer/Music Entertainer	To help organise and participate in activities with tenants including musical activity	To suit volunteer	Any morning or afternoon except Sunday	Patience, knowledge of care of elderly, willing to learn about policies and procedures	Introduction to start and support as necessary	

St Peter's House Stromness	Beautician Saltire Award Compatible	Volunteer to spend time doing a basic manicure	1 hour or twice weekly	Any morning or afternoon (except Sunday pm)	No experience necessary. Ability to use emery board and apply nail varnish	Introduction to start and support as necessary	PVG
Sunnybrae (Eunson Kloss) Very Sheltered Housing	Activities Assistant	To help organise and participate in activities with tenants	Tuesday, Saturday or Sunday afternoon	See previous column	Patience, knowledge of care of elderly, willing to learn about policies and procedures	Induction to start, and ongoing training if required. 6 weekly supervision meetings	PVG
OIC Smiddybrae House, Dounby	Social Activities Supporter	Helping service users with playing games, baking, reading, listening etc.	To suit volunteer	To suit volunteer	Someone with a genuine fondness of elderly people, kind, patient, enthusiastic	Induction to start and ongoing support from staff	PVG
St Peter's, Stromness	Activities assistants	Running of activities e.g. bingo	Weekly	To be arranged	Someone with a genuine fondness of elderly people, kind, patient, enthusiastic	Induction to start and ongoing support from staff	PVG
West Mainland Day Centre	Activities/Music Assistant	Joining/organising activities for attenders including music sessions if possible.	TBC	TBC	Caring person with ability to communicate with attenders, and join in with activities	Basic induction and support from staff	PVG
Gilbertson Day Centre	Activities Assistant	Joining/organising activities for attenders			Caring person with ability to communicate with attenders, and join in with activities	Basic induction and support from staff	PVG
St Colm's	Social Activities Assistant	Volunteering with people who may have a wide range of disabilities. Undertaking a wide range of activities and generally putting fun into people's lives. Activities can be anything from going swimming, playing badminton, cooking, going out for walks, going to the cinema,	Various – days can be flexible to suit individual.	Various – times can be flexible.	Must be patient, empathetic and have a good sense of humour.	Induction covers health and safety, confidentiality and an insight into working with adults with learning disabilities.	

		craft activities, looking at books or playing board games.					
St Colm's	Craft Activities Assistant	<p>St Colms has a well-equipped craft room where they make all kinds of greetings cards and have just begun making wedding invitations to order.</p> <p>We are looking for volunteers assist adults with learning disabilities with various craft activities with the main one being card making</p> <p>Tasks include cutting out shapes, assembling cards, computer work and photography.</p>	Weekdays, either mornings or afternoons.	TBA.	This would suit someone who is creative but experience is not necessary as training will be given. Tasks are arranged to suit ability and preference.	Induction covers health and safety, confidentiality and an insight into working with adults with learning disabilities. Ongoing training in crafts as required.	PVG
St Peter's House	Escort	To assist as an escort on outings, trips and appointments with residents from St Peter's.	Flexible.	Flexible.	Caring, patient and good with older people. Good communication skills and a pleasant and polite manner.	Induction and ongoing support from staff.	PVG
Digital Media/IT							
Organisation							
Opportunity							
Description of duties							
Days							
Times							
Desirable skills							
Training							
St Magnus Way (Orkney Pilgrimage)	IT Support Volunteer	An IT volunteer is needed to help manage the St Magnus Way website and app.	TBA	TBA	This opportunity will suit those with basic IT skills and training will be given in the more specific aspects of the role.	Training will be given in the more specific aspects of the role.	
Abilitynet	ITCanHelp Volunteer	All across the UK Volunteers visit older/and or disabled people at home to offer one to one support with their technology, whether that is a computer, laptop, smartphone or tablet.	TBA	TBA	A passion to help others. Good IT and computer skills. Knowledge of standard operating systems and software. The ability to communicate well with people.	A full induction will be given on the day of start, this includes contacts, how to claim expenses, who	PVG

					Your own transport or good transport links.	to get in touch with. We have online training facilities through which volunteers can learn multiple things. Support will be provided by the Scotland County Co-Ordinator	
Orkney Talking Newspaper	Volunteer Recorders	<p>Volunteers are needed to join a small team of volunteers to assist in recording audio versions of "The Orcadian" which are then sent out to service users in Orkney and beyond. As a recorder you will be required to commit to approx. one session per month, on a Thursday between noon and 3pm.</p> <p>The technical set up is quite simple using a mixer and external sound card connected up to a laptop. Our recordings are made using a recording program and burnt to master discs.</p>	Thursday	12 – 3pm	Some IT skills required and an ability to work as a team member plus the ability to confidently use a laptop. A familiarity with us of IT programmes is an advantage.	Full training will be given by other volunteers and co-ordinator. Comprehensive guidelines covering all aspects of recording will be supplied for your use.	Great chance to do some media related volunteering.
Orkney Library and Archive	Code Club Volunteer	Orkney Library and Archive are looking for volunteers to help out at the library Code Club, which is for children aged 8 - 11. Volunteers must be aged 16 or over with basic coding skills and knowledge of Scratch.	Saturday	10-11am	Friendly, approachable, patient, computer literate, reliable, punctual.	Training is available online at www.codeclub.org.uk . Support will be given by Library staff.	PVG

Driving/ Transport							
Organisation	Opportunity	Description of duties	Days	Times	Desirable skills	Training	
Restart Orkney	Van Driver for WEEE! project	Restart are looking for volunteer van driver, to pick up small electrical items from customer's houses every Friday commencing 25 th September.. This is a great opportunity to make an environmental difference locally, whilst helping those on low incomes	Friday	TBA	The volunteer will need to be over 25 with a full, clean licence to satisfy insurance requirements	Full training given	
British Red Cross	Independent Living Drivers and Escorts	Using you own car or a Red Cross vehicle, you will offer door to door assistance for those in need. Providing freedom of travel for those with mobility problems, helping people to get medical appointments, carry out every day essential tasks like shopping, or even to get out and socialise. Typically as an Independent Living Driver we ask you to act as an escort who, if necessary, will stay with a client throughout their journey. Volunteers can also escort without being a driver.	TBA	TBA	Good communication skill. Good listening skills Driving licence.	Thorough and comprehensive training for this role. More details on request.	PVG
Smiddybrae House – Dounby	Driver	To take residents to events	As and when required	As and when required	Need to have a license with a D1. Effective communication. Knowledge of vulnerable groups. MIDAS trained.	Consideration given to training volunteer for MIDAS. Induction to start with.	PVG

Orkney Disability Forum	Driver	Drivers needed for taking older folk to Harray every 2 nd Monday for music evening. Also to take older folk to Dounby Car Boot sale 1 st Sunday of every month	Every 2 nd Monday evening. 1st Sunday in every month.	TBC	Must have D1 Category on driving licence and be able to assist people with restricted mobility.	MIDAS training will be given.	PVG
Families, Children & Young People							
Organisation							
Opportunity							
Description of duties							
Days							
Times							
Desirable skills							
Training							
Girl Guiding Orkney	Unit Leader Guides	To help run a Guide Unit (10 -14 years old). Keep database records and accounts	Kirkwall – Thursday evening Stromness – Friday evening		Previous knowledge of Guiding would be helpful but not necessary. Female between 18 - 65	All new leaders work through Girl guiding UKs Leadership Qualification with mentor support	PVG
Girl Guiding Orkney	Unit Leader Rainbows	To help run a Rainbow Unit (5-7 years old). Keep records and accounts	St Andrews Thursday afternoon.		Previous knowledge of Guiding would be helpful but not necessary. Female between 18 - 65	All new leaders work through Girl guiding UKs Leadership Qualification with mentor support	PVG
Girl Guiding Orkney	Unit Leader Brownies	To help run a Brownie Unit (7- 10 year olds). Keep database records, accounts and record meetings	Firth – Monday evening St Andrews – Thursday evening		Previous knowledge of Guiding would be helpful but not necessary. Female between 18 - 65	All new leaders work through Girl guiding UKs Leadership Qualification with mentor support	PVG
Home Start Orkney  Awarded 2011	Home Visitor/Family Support Volunteer	Volunteers to provide support for families with children under 5 years old.	To be arranged	To be arranged		Full training given	PVG

	Saltire Award Compatible						
Fundraising							
Organisation	Opportunity	Description of duties	Days	Times	Desirable skills	Training	
RSPB Orkney	Pin Badge Box Collectors	RSPB need enthusiastic and motivated volunteers to look after or place boxes for them in shops, cafes, vets, pubs, hotels and leisure centres close to your home. The boxes need to be visited every month to refill with more badges and collect and bank the money.	TBA	TBA	Confidence and independence to approach shops/cafes you enjoy close to home. - Knowledge of shops, businesses, customer service and cash handling skills.	Training on appropriate RSPB systems; GDPR and Safeguarding training. - Support from colleagues when required.	
Scottish Charity Air Ambulance ❖ NATIONAL	Collecting Can Co-ordinator	To place collecting cans in their local area. To be the point of contact in Orkney and do a regular check on the cans.	TBC	TBC	Would suit someone who enjoys getting out and about and confident enough to approach local businesses	Training will be done via SKYPE or telephone and ongoing support will be provided.	
Royal National Institute for the Blind ❖ NATIONAL	Sooty Charity Box Collector	Identifying and placing boxes in suitable locations. Speaking to shop owners etc about how the money raised is used. More information on request.	As and when necessary.	As and when.	Good communication and organisational skills and competent at money handling.	Induction and ongoing support given by national organisation.	
The Guide Dogs for the Blind Association ❖ NATIONAL	Fundraiser	To help with all aspects of fundraising for the association.	To suit volunteer	To suit volunteer	Reliable, enthusiastic, dependable and dedicated	Full induction and training which is relevant to the role	
Marie Curie Fund Raising Group Orkney	Volunteer Fundraiser	To help with fundraising events throughout the year including collections outside public events.	As required.	See previous column.	Enthusiastic and a good timekeeper. Confident with the public	Ongoing support from fellow members.	

Health, Wellbeing & First Aid							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
NHS Orkney	15 Step Challenge Volunteer	NHS Orkney are looking for a couple of volunteers who could give up a few hours of one morning of their time to help with this, every six months or so. It would involve a walk around the wards and outpatient clinics in the Balfour Hospital, observing the service and providing feedback.	TBA	TBA	Confident, organised and capable of reporting back on their observations.	Volunteers will receive an induction on the 15 Step Challenge.	
Cycle UK	Big Bike Revival Volunteer	Cycle UK looking for volunteers and community groups who may be interested in trying cycling or being involved in helping to set up local community cycling groups.	TBA	TBA	Be able to ride a bike. Confident in communicating to others. Be patient and have an awareness of barriers which may stop people from cycling.	Cycle ride leader course, First aid and Bike Maintenance and continuous support from Cycling UK Development officer in your area.	
VAO	Volunteer Lead Health Walker	Volunteer to encourage inactive people to join in with walks	Once a week	See previous column	Physically fit, friendly, non-judgemental. Well organized and a people person.	Walk Leader Training	PVG
Emergency Care Group (Orkney)	Volunteer First Aider	To be a part of a small team of first aiders who provide medical cover at a wide range of events, possibly drive emergency vehicle when required.	As and when necessary and to suit the volunteer.		Ability to keep calm in an emergency situation, good communicator and able to work as part of a team	Full training given (Certificated course). Volunteer would always be accompanied by an experienced first aider.	PVG


Manual/Workshop							
<i>Organisations</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
Restart Orkney	Store Person	Restart are looking for a Volunteer store person to help lift and carry furniture (some of which can be heavy), also to meet and greet customers dropping off donations in yard. This would be a great opportunity for someone who relishes getting stuck in but who also enjoys social interaction with customers.	TBC	TBC	This would be a great opportunity for someone who relishes getting stuck in but who also enjoys social interaction with customers.	Full induction given Ongoing training.	
Restart	Van Assistants	Restart are looking for one or possibly two van assistants. Age is not an issue but they must be able to lift/ unload and load furniture. There will be a two shift trial period, and the vacancy is only until the end of June.	Every Other Monday.	9am to 4pm (including 1 hour for lunch)	The applicants should have undergone manual handling training.	A general induction and assistants could also work alongside one of the van 'boys' to get a feel for the job.	Travel expenses paid and £3 lunch expenses paid.
Salvation Army Kirkwall	Kitchen Volunteer	A friendly team player needed who can join the SA kitchen team at the weekly drop in lunch. The volunteer will be responsible for washing up, loading the steriliser and general kitchen tidying.	Wednesday	12-2pm	Friendly and a team worker. Must be able to carry dishes and pans and use industrial sink.	On the job training. Supported by a team of volunteers. Full training of industrial kitchen machinery given.	
Restart Orkney	General Assistant 2 opportunities	Generally refurbishing items, cleaning items, assisting to keep warehouse in order. Assisting with	12 to 5pm	Any weekday	Physically fit, good personal hygiene. Eye for detail especially when painting items.	General induction to start. Manual Handling	

		painting shelving and furniture. Also to cover van when needed				training and any other relevant training.	
St Colm's	Workshop Assistant	St Colms has a well-equipped workshop and produces many woodwork items such as planters, birdhouses, garden benches, pet houses, creepies and one off items as per customers' orders. We are looking for volunteers to assist adults with learning disabilities with woodworking activities which include dismantling pallets, chopping kindling, cutting out wooden shapes, sandpapering and painting.	Week-days either mornings or afternoons	TBA	This would suit someone with an interest in woodwork but experience is not necessary as training will be given. Tasks will be arranged to suit ability and preference.	Induction covers Health and safety; insight into working with adults with learning disabilities. Specific health and safety training for working with workshop machinery.	PVG
St Peter's House	Handyman/Painter	Various handyman tasks including replacing latches, bolts and general tasks where required. Possibly some painting.	Flexible	Flexible.	Enthusiasm, ability to work unsupervised, DIY skills.	Induction and ongoing support from Staff.	PVG
Outdoor Activities – e.g. gardening, conservation, etc.							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	

RSPB	Eagle-watch Volunteers	Volunteering to run our Eaglewatch station on Hoy over the summer as the birds (hopefully) breed successfully again, speaking to visitors and letting them know the conservation story of white tailed eagles reintroductions to the UK, and the story of the Hoy birds and helping people to see them with binoculars and telescopes at the site.	TBA	Times: 11am – 4pm (plus travel time to Hoy if applicable)	A people person! ,willing to be outdoors all day, wildlife knowledge is desirable although not essential as training will be given	Training would be provided so a lot of wildlife knowledge isn't essential, more the enthusiasm to speak to people and give them a great experience and the willingness to spend 5-6 hours outdoors on your feet.	
St Magnus Way (Orkney Pilgrimage)	Path Maintenance Volunteers	Volunteers are needed to walk a section of the St Magnus Way to check the route, clear litter and do some grass strimming.	TBA	TBA	The path maintenance opportunity will suit volunteers who have a reasonable general fitness for moderate exercise and gentle walking.	Full training in the use of a strimmer will be given and safety equipment provided.	
Orkney Children's Residential Services	Gardener	Enthusiastic, motivated and energetic gardeners are wanted to help dig out borders and develop a blank gardening canvas into a pleasant garden environment. Supervision and support will be provided by the staff at Rendall Road and gardening equipment will be provided.	TBA	TBA	Some knowledge of gardening would be an advantage.	Support and advice from staff on site.	PVG


Firth Church of Scotland	Gardener	Firth Church are looking for someone who is interested and experienced in gardening and capable of working independently. They would look after a small garden containing flowerbeds, flowerboxes, stone chip borders and concrete paths.	TBA	TBA	Experienced gardener preferred.	The gardener would be expected to be there for a minimum of one hour per week but can do longer if they wish. A general induction of the building and grounds will be given when the volunteer starts.	
St Rognvald's House	Gardener	Someone who is interested in gardening/outdoor work. This would also be a chance for residents to socialize and join in with parts of the gardening which does not include heavy lifting etc.	To suit volunteer at a time when residents with an interest can join in with the gardening activity.		An interest in gardening and enjoy socialising with St Rognvald's residents	Induction to start and introductions to staff and residents as appropriate.	PVG
CLAN Cancer Support	Gardener	Volunteers needed to maintain and upkeep garden in Kirkwall.	Monday and Thursday mornings	Ask for details	Enthusiasm for gardening.	Manual handling and some garden instruction.	Be involved in one of Orkney's showpiece gardens.
St Peter's House	Gardener	To do all aspects of gardening (weeding, tidying) lawns, vegetable patch. Also Greenhouse on site.	Any time to suit volunteer, as little or as much input as volunteer wants.		Needs to be reasonably fit		PVG
Braeburn Court St Margaret's Hope	Gardener	Helping service users in a supportive environment with the upkeep of the garden	To be agreed	To be agreed	Good communication skills	Induction to start and then training as and	PVG

						when necessary	
Smiddybrae House, Dounby	Gardener	Assisting with all aspects of gardening at the Centre	To suit the volunteer	To suit the volunteer	Knowledge of gardening, interact well with elderly people. Caring and patient	Induction to start and ongoing support from staff	PVG
St Colm's	Horticulture Activities Assistant	<p>St Colms has a large polytunnel and garden area with cold frames where they grow and sell plants.</p> <p>We are looking for volunteers to assist adults with learning disabilities with horticulture activities.</p> <p>This could be in the polytunnel or outdoors. Tasks include sowing seeds, planting out seedlings, weeding and watering. This would suit someone with an interest in gardening but experience is not necessary as training will be given. Tasks will be arranged to suit ability and preference.</p>	Weekdays either mornings or afternoons.	TBA	This would suit someone with an interest in gardening but experience is not necessary as training will be given. Tasks will be arranged to suit ability and preference.	Induction covers health and safety, confidentiality and an insight into working with adults with learning disabilities.	PVG
Promotion and Advertising							
Organisation							
	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
<p>Help for Heroes</p> <p>❖ NATIONAL</p>	General Volunteer	<p>Long-term recovery is more than repairing damaged bodies and minds; it's about rebuilding lives. To help H4H achieve this they need volunteers to Help out at events. Run merchandise stalls. Provide talks at schools etc. Hold bucket collections. Promote National campaigns</p>	Flexible	Flexible	No experience required and full training will be given. Good people skills and the confidence to interact with people would be great.	Training will take place at events in Scotland throughout the year. Two regional gatherings per year are also held where all volunteers are invited to go along, learn	<p>Help for Heroes supports those with injuries and illnesses sustained while serving in the British Armed Forces.</p>

						more about the charity/meet other volunteers and take part in further training.	
 NATIONAL Scottish Charity Air Ambulance	Volunteer Speaker	To raise awareness of the charity by speaking to groups and attending cheque presentations. Would suit someone who likes speaking to groups and inspiring their audience.	TBC	TBC	Someone who is keen to raise awareness of the charity by presenting to groups and clubs. Someone who is used to public speaking, especially in a professional capacity.	Will be provided via SKYPE via experienced speakers and ongoing support will be provided.	Will suit someone who enjoys public speaking.
Retail/Charity Shops							
Organisation Opportunity Description of duties Days Times Desirable skills Training							
CLAN	Till Volunteers	This customer facing volunteer opportunity involves using a touchscreen till and handling cash and card payments: full training will be given.	Monday, Thursday and Saturday	1-5pm	Must be willing to learn	Full training & induction from CLAN.	
St Magnus Way	Merchandise Co-ordinator	<p>To be responsible for the sale of merchandise related to The St Magnus Way(SMW)</p> <ul style="list-style-type: none"> · Order merchandise from suppliers within budgets agreed with the Treasurer · Keep local stockists supplied · Accept orders from the website (not yet but possibly in the future) · Distribute orders from the website <p>Keep accounts of orders, goods</p>	TBA	TBA	Someone who is well organised with basic IT skills and happy handling money and keeping basic accounts. For developing the role we would be looking for someone with a creative imagination and keen to explore new ideas for merchandise.	Informal induction and ongoing support.	

		supplied to stockists					
CLAN	Sorting Room Volunteers	This volunteer opportunity involves sorting through the incoming donations, hanging and sizing clothing, pricing all the goods, creating displays, and helping our customers find bargains by keeping our busy shop tidy and organised.	Tuesday, Wednesday and Thursdays	Morning and afternoon shifts.	Must be willing to learn	Full training & induction from CLAN.	
Restart	Retail Volunteers	Restart would like to recruit some new volunteers to their busy retail operation. The volunteers will receive training and experience in Restart's retail business and they would be more than happy to recruit volunteers who are artistically minded and would like to help with display and presentation.	Monday	TBA	Enthusiastic and enjoys working in a team environment and with the public.	Training and Induction to Restart.	Get a real grounding in a unique retail environment.
Salvation Army Care and Share Shop	Shop Assistant	To serve in the shop in Kirkwall. Handling cash, sorting and pricing donated goods.	Flexible	See previous column	Ability to use a till would be helpful. Other training would be given to start.		
British Red Cross	Shop Volunteers Stromness and Kirkwall Saltire Award Compatible	Stromness Red Cross shop is currently seeking volunteers to help out in the retail environment. Whether you would like to operate the till, prepare and price stock or help create window displays, they would love to hear from you!	There are opportunities to work fixed shifts in the week or as required to cover holidays etc, it's up to you!	See previous column	Enthusiastic and customer friendly	Induction to start and full training as required.	
Cat's Protection	Shop Volunteer	To help with all aspects of the shop in Stromness	Ask for details	See previous column	Must be customer focused and enjoy working with the public.	Basic induction and ongoing support.	

Supporting Social Activities – e.g. befriending							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable skills</i>	<i>Training</i>	
Adult Befriending Service	Telephone Volunteers	A weekly telephone call to socially isolated or lonely older folks.	TBA	TBA	Friendly, patient and good with people.	Training and ongoing support will be provided.	PVG
Syrian Resettlement Programme	volunteer befrienders	To help the newly resettled Syrian families integrate into the Orkney community, with practical help and support.	TBA	TBA	Ability to speak Arabic. Friendly, understand confidentiality issues, organised.	Induction and training provided.	PVG
Voluntary Action Orkney – Young People's Befriending Project	Young Person's Befriender	A Befrienders role is to come alongside a young person who is struggling with some element of their life, and offer them support and a break from the norm. Befrienders meet with their young person for 2-3 hours every fortnight and take part in fun activities that they choose together – movies, climbing, sports, crafts, meals out etc etc. All expenses paid.	To suit volunteer and young person	To suit volunteer and young person	Volunteers should be enthusiastic, friendly, light-hearted, great listeners, and reliable and flexible. 18+	Full training given	PVG
Voluntary Action Orkney – Adult Befriending Service	Adult Befriender Volunteer	Volunteers can help enhance the quality of life to members of the community who are socially isolated	To suit volunteer and could take place anywhere in Orkney	As previous column	Volunteers should be over 18 with the ability to be a good listener, reliable, and with a sense of fun.	Full training will be given.	PVG
Riding For the Disabled	Volunteer	To help physically and mentally disabled adults and children participate in a healthy activity.	Thursday	10.30am - 1.30pm	Caring, enthusiastic and good with animals and people. No previous experience required as training will be given.	No previous experience required as training will be given.	

Supporting People in Distress/Crisis/Emergency							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of Duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable Skills</i>	<i>Training</i>	
Wellbeing Scotland	Telephone/Video Befrienders	Due to the Covid 19 crisis these services have never been more needed, and Wellbeing Scotland are currently in urgent need of Volunteer befrienders in all areas. Do you have a few hours a week to spare to be listening ear to someone who is currently needing a friendly chat. At this time, the befrienders will work remotely by telephone or video calling.	TBA	TBA	No experience necessary (although being a good listener would be an advantage)	Training will be provided to help you with this role, and you will be appointed a supervisor for ongoing support. All equipment will also be provided and expenses for out of pocket costs will be reimbursed.	PVG
British Red Cross	Emergency Response Volunteer	As an Emergency Response volunteer, you may be providing much needed practical and emotional support to individuals, as part of a team, in support of category 1 and 2 responders and other agencies following an emergency or major incident.	TBA	TBA	Good interpersonal, diplomacy, communication and teamwork skills. Able to support others in a calm, logical and responsible manner, with listening and empathetic skills, even when under pressure.	Comprehensive training so you can represent the Red Cross with confidence.	PVG
RVS  NATIONAL	Escort Service	Accompanying patients to and from hospitals in Aberdeen and Inverness to make sure they get to their appointments	As and when necessary	See previous column	Must be fit to use wheelchair and adhere to strict confidentiality rules.	Full training given and ongoing local support as necessary.	PVG

						All reasonable expenses paid. Not suitable for younger volunteers.	
Police Scotland ❖ NATIONAL	Special Constables	As a special constable, you'll forge strong partnerships in the community, patrolling our streets, preventing crime and interacting with all kinds of people to help keep your local community safe.	TBA	TBA	Must have a genuine interest in police work, be in good health and be physically fit.	Full training given.	PVG
Short Term Opportunities							
<i>Organisation</i>	<i>Opportunity</i>	<i>Description of Duties</i>	<i>Days</i>	<i>Times</i>	<i>Desirable Skills</i>	<i>Training</i>	

KEY

- ❖ NATIONAL = National organisation managed out with Orkney and which have their own registration process.
- ❖ The Quality Volunteering Award gives recognition to organisations that have all the essential procedures and policies in place for their volunteers, which goes towards ensuring that all volunteers should have a positive experience during their time with the organisation. To view this summary online go to www.vaorkney.org.uk