

Volunteer Role Description

Maternity Support Volunteer

Purpose of Role

Providing administrative support for the midwifery service.

Main Tasks

- Making up Antenatal Booking Packs for midwives to use with expectant mothers
- Attending relevant mentoring and training sessions when requested.
- Other duties as required, by agreement between the volunteer and the midwifery team.

Skills and Personal Qualities Required

The role would suit someone who...

- Wants to make a contribution to NHS maternity service for local women
- Is a well-organised person
- Does not mind repetitive tasks - in a good cause!
- Would like to make a contribution through admin work
- Would like a weekly 2 to 2.5 hour volunteering slot in a ward reception setting with other midwifery admin staff
- Is reliable and willing to keep in contact
- Is conscientious, especially regarding confidentiality - must keep the patient and departmental information absolutely confidential
- Does not mind wearing a FOYH lanyard plus a hospital ID badge, to clearly identify them as a volunteer

Availability Required

Weekly, (with exceptions for holidays, illness, exams, etc).

Regular Day tba with staff

Location

York Hospital

Contacts

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