

Role Description: Wellness Programme Virtual Activity Volunteer

Our Organization

Filos Community Services is a not-for-profit social service organization. We focus on building the strengths of the community we live in. We work towards empowering individuals and families to live more fulfilling, meaningful and happier lives.

Services provided include Family Life Services, Assistance and Referral Services, Children & Youth Services and Elderly Services.

Wellness Programme:

The Wellness Programme promotes social, emotional, physical and mental wellness for all elderly through outings and in-house activities. In light of the COVID-19 situation, all activities will be conducted over a virtual platform.

Beneficiaries:

- Residents living in Kembangan-Chai Chee area who are at least 40 years old and independent.

Your Role

- To plan and facilitate virtual activities for seniors that promote social interaction, community involvement and active aging.

Key Responsibilities

1. Plan and facilitate virtual activities
2. Virtually befriend and assist the seniors
3. To provide support to the Programme coordinator when required

Role Requirements

- At least 14 years old
- Able to converse in basic Chinese and dialects
- Independent, Proactive, Mature and Reliable
- Proficiency in using computer programmes and digital platforms
- Comfortable with conducting virtual lessons with the video camera turned on
- Relevant experience in befriending seniors would be an advantage
- Able to converse in basic Mandarin and dialects would be an advantage

Content to be subjected to changes

- Optional: Sponsorship of the activity

Support

- Staff support
- Check-Ins
- Handbook
- Orientation
- Training

Benefits

- Able to play a part in supporting elderly in the community
- Sense of satisfaction for being able to prevent social isolation and help elderly age actively

Areas to Note:

- 1. Confidentiality:** Safeguard the privacy and confidentiality of the beneficiaries' data and/or any details which you may be exposed to for this programme. Do not copy or share their details with any parties without prior consent from Filos.
- 2. Sharing & Boundaries:** While we encourage open communication between the beneficiary and volunteer, please be mindful not to impose your views on the beneficiary. Please refer the elderly to our staff should they approach you with personal problems unrelated to the Wellness Programme.
- 3. Safety:** Observe the beneficiaries' health conditions during activity and intervene when you notice that they may not be in optimal condition to proceed with the activity. Demonstrate environmental safety and ensure that the elderly are watched over at all times.
- 4. Self-care:** Do let us know if you have any health concerns so that we can support you better as our volunteer. Please voice out any concerns to our staff should you be put in an uncomfortable situation during activity or experience any situations where your safety may be challenged.

Commitment Level

- Ad-hoc basis

Date, Time & Venue:

- 3 hours per session

Dress Code:

- Casual (e.g. T-shirt and Bermudas), Covered shoes, no skirts

Contact Person

Ms Siok Bee (Senior Executive, Elderly Services)

Email siokbee@filos.sg

Tel: 6241 1503

Version: 8th July 2020