



## SENSORY STUDIO ASSISTANT

Required Hours of working 9am to 5pm / Lunch 12 - 1

**ESSENTIAL:** All volunteers require Criminal Records Bureau (CRB) clearance at enhanced level

### ROLE DESCRIPTION – VOLUNTEER SENSORY STUDIO ASSISTANT

#### MAIN DUTIES

- Assist in daily checking of Multi-Sensory Studio equipment
- Assist in managing Registration Form information
- Assist in collection of feedback from service users
- Assist in Setting Studio to clients preference (Lighting / Music / Aroma)
- Assist with preparation of resources for session
- Ensure all area is hygienically clean (do not allow client in until satisfactory)
- Assist in sessions under the supervision of the Child Development Worker
- Ensure soft play area and seating area is maintained after each session
- Report any faults found to the Child Development Worker to follow up
- Assist with general cleaning duties
- Assist with Fundraising activities

#### Other Duties

Attend any relevant training required

Any other duties as required by the Manager, commensurate with the nature of the role.