

Role	Location	Time Commitment	Responsibilities	Requirements
Admin Support Volunteer	Royal Rehab: <ul style="list-style-type: none"> • Lifestyle Support 	4 meetings per year	<ul style="list-style-type: none"> • Take minutes • Distribute agendas and minutes • Room and taxi bookings • Follow up outstanding actions • Support formulation of agenda 	<ul style="list-style-type: none"> • Computer literacy • Minute taking • Meeting co-ordination experience • Working with people with disability
Community Access Volunteers	<ul style="list-style-type: none"> • Homebush • Yagoona • Revesby • Chester Hill • Concord • Merrylands • Abbotsford • Condell Park 	Negotiable dependent on the availability of the Resident(s)	<ul style="list-style-type: none"> • Companion / visitor for clients in community homes • Gardening assistance • Assist residents with purchasing simple shopping items • Reading and talking to clients • Assist them to get to their local community activities/outings 	<ul style="list-style-type: none"> • Experience working with clients with a physical or cognitive disability • Ability to work autonomously • Good observation skills • Ability to manage clients with behavioural or cognitive issues • Excellent conversational and communication skills. • Motivated, reliable and punctual