

# Baby Music Class Volunteer Position Description

<b>Position</b>	Baby Music Class Volunteer
<b>Team</b>	Families and Community Team
<b>Commitment</b>	Tuesdays from 10:15am until 11:45am (during school terms), minimum six months
<b>Location</b>	Family Life Sandringham Office - Bunurong Land
<b>Reports To</b>	Baby Music Facilitators, Families and Community Team
<b>Effective Date</b>	July 2023

## Program Overview

Family Life has been working with vulnerable children, families and communities since 1970. At the core of our organisation is our vision to build capable communities, strong families and thriving children.

As an organisation we celebrate diversity and inclusion. We value, respect, and listen to people who are culturally and/or linguistically diverse, gender and sexually diverse and people with a disability.

Family Life offers a range of groups for families living in the Bayside Peninsula region as a part of Family Life's Early Help Program. Baby Music Class has a large number of regular participants, and is becoming increasingly popular amongst local families.

Family Life was founded by volunteers and they continue to play a key role in making a positive difference in supporting our community.

## Position Objective

Music classes in infancy and early childhood have been shown to improve cognitive, language and social development in children, and support positive relationships between children and their parent(s)/carer(s). Baby Music is an evidence based class where children

aged 0-5 and their parent(s)/carer(s) sing, dance and learn to play percussion instruments to support healthy development and attachment through musical play.

The volunteer will join Baby Music Facilitators in running the Baby Music Class each week. This will involve following a class structure of songs and activities to create a stable and predictable environment for the children.

### Supervision

The volunteer is expected to engage in supervision with the Baby Music Facilitators, and, as required, with the Families and Community Team Leader.

The volunteer is required to communicate with the Baby Music Facilitators regularly for consultation/observation. This ensures that Baby Music Facilitators are across all relevant information, and will allow facilitators to assess risk issues that may be present for the babies requiring practitioner intervention.

The volunteer is expected to inform the Baby Music Facilitators of their own support needs and areas for development. This allows for the Baby Music Facilitators to share their feedback and advice regarding the volunteer's involvement with the program, and discuss any actions that arise from this.

### Training

As with all Volunteer roles, the Baby Music Group Volunteer will be required to undergo Family Life Induction prior to commencing in the role.

Family Life is a youth and child safe organisation. We value, respect, and listen to children and young people. And Family Life falls under the scope of the Reportable Conduct Scheme (RCS). The volunteer will be required to complete compulsory e-learning Child Safe Standards and watch a short video for overview of the scheme within their first few shifts.

Additionally, a volunteer role and site inductions with instruction on processes and procedures will be provided by the Baby Music Facilitators or the Families and Community Team Leader.

The volunteer is able to access advice from the Baby Music Facilitators, in addition to the Families and Community Team Leader, regarding strategies and tools which can be utilised in the group work space.

## Key Responsibilities

The key responsibilities can include but are not limited to:

1. Help Baby Music Facilitators set up and pack up instruments
2. Greet participants and their babies/children as they arrive at Baby Music
3. Engage in musical play and singing with parents and their children
4. Interact with babies/young children on their level (floor play)
5. Demonstrate, understand and apply the Family Life principles (see page 4).

## Key Selection Criteria

1. Good communication and strong organisational skills
2. Punctual and reliable
3. Friendly, patient and approachable (Non-judgemental attitude)
4. A genuine desire to help others
5. Experience interacting with babies/young children
6. Ability to work within a team, take initiative and know when to take direction
7. Ability to work with people of a diverse background and with diverse needs

## The Family Life Way

Our six principles are at the heart of the work that we do at Family Life, they inspire us to achieve the best results for our clients and the communities we serve. The principles exemplify our commitment to support our people to produce quality services and outcomes.



## Additional Information

- Family Life is a youth and child safe organisation. We value, respect, and listen to children and young people.
- All offers of volunteering are subject to a satisfactory Working with Children Check, Police Records Check and reference checks.
- Family Life is committed to providing a safe, healthy and friendly environment.
- We expect all Family Life employees and volunteers to understand and behave in accordance with our principles, purpose, values and code of conduct.