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| **Positive State of Mind Group ROLE DESCRIPTION** | |
| **POST TITLE:** | Volunteer Group Assistant |
| **RESPONSIBLE TO:** | *Sato Black* |

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| **Main Purpose** | **Overview**  The Yate Wellbeing Drop-In is an informal and relaxed opportunity, for people to find ways to improve their wellbeing. WE meet on a weekly basis and provide support to one another through sociable activities, (eg art, craft, games, trips, guest speakers) over a cup of tea.  **Tasks**   * Be the additional person to support staff member opening up and closing down the buildings. This is a crucial safeguarding requirement for you to be present when this happens. * Support staff to maintain a good dynamic within the group. * Facilitate the group occasionally in the event of staff needing to deal with confidential issues * General group facilitation and set up tasks e.g . welcoming group members, offering tea, washing up mugs, being warm and inviting |
| **Time** | Tuesdays 12.30-13.30 |
| **Location** | Tyndale Avenue, Yate |
| **Support and Training** | Volunteer Induction session to the organisation lasting 2 hours  Supervision and support from your staff supervisor.  You will receive training in data protection, confidentiality and safeguarding. |
| **Special notes** | A DBS check is needed for this role. South Brooks Community Partnerships pay for this.  We pay for travel expenses. |
| **About you**  **You can…** | * Confidently welcome people in a friendly and non judgemental manner * Follow safeguarding procedures * Travel to the locations and arrive promptly |
| **You are….** | * Interested in mental health, wellbeing, peer support * Willing to learn about safeguarding * Friendly and empathetic |