



Supporting children,
young people and families

ROLE DESCRIPTION - DRAGONFLIES VOLUNTEER

Desirable Skills: A basic understanding of bereavement, good communication skills, empathic, non-judgmental, motivated, co-operative and reliable.

ACCOUNTABLE TO: Dragonflies Manager

Overall purpose of role

To assist and provide a general supporting role in the delivery of the project including supporting families, through participation in group work and peer support

Key tasks

1. To help in the planning and organisation of group sessions
2. To work with groups of parents in providing peer support groups alongside young people's sessions for centre delivery.
3. To assist in the setting up of group sessions including preparing the rooms and activities
4. To play a supportive role in the general running of the group sessions as appropriate
5. To help tidy and clear away after group sessions including keeping resources washed and clean
6. To undertake relevant training as necessary
7. To undertake duties within the guidelines of Health and Safety in the Workplace.

Additional Duties

- To undertake supervision - 10 minutes checkout at end of each session with group facilitator and once a term at end of group delivery with project manager.
- To undertake any additional duties deemed necessary by your Line Manager

To be aware of and promote FSN's policies at all times and report any issues of concern

This Role Description outlines the general ways in which it is expected you will meet the overall requirements of this role the list of tasks is not an exclusive one and duties may be varied from time to time. This Role Description is subject to regular review.