

ROLE DESCRIPTION

DATED: 15 APRIL 2019



Title:	Volunteer Role – Hope 2 Recovery Co-Facilitator
Reports to:	Phoenix Manager
Locations:	Wiltshire (currently online)
Availability:	<p>Volunteers are expected to commit themselves to being available for approximately 2.5 hours a week. Hours are flexible and should be agreed with the Phoenix Manager.</p> <p>Volunteers may be asked to attend training events and meetings, which may be in the evening or at weekends.</p>
Purpose of Role:	<p>To co-facilitate the Hope 2 Recovery course for women who are experiencing or have experienced domestic abuse. The course is a 6 week programme. Each group session is usually run during term time.</p>
Main Tasks:	<ul style="list-style-type: none">• Support the main facilitator in various tasks• Participate in the running of the group• Complete group paperwork and ensure necessary returns are submitted• To enhance the learning experience of the group through timely interventions and to create a safe environment in which the constructive exchange of feedback can take place• To enable the group to step back, observe itself, theorize and experiment with new ways of doing things• Enable and empower group members to gain a good understanding of their own learning process. In other words, once we understand how we learn, we can consciously turn many different kinds of situations into learning experiences
Training:	<p>Splitz will provide induction training and meet the cost of appropriate training to the role.</p>
Skills & Qualities:	<p>Good facilitation skills require:</p> <ul style="list-style-type: none">• Careful observation• Active listening• A good sense of timing• Sensitivity to overall group dynamics
Risk:	None
Measures:	N/A