

## Tunbridge Wells District Volunteer Role Description

**Role Title:** Group work volunteer x 2

**Reports to:** Senior Early Help Worker / Youth Hub Delivery Manager

**Placement:** Various groups across Tunbridge Wells

### **Main Duties:**

To support the Early Help Support Worker in delivering Youth Hub services  
Support the Early help worker and partners engaging young people in open access or targeted sessions  
Create a welcoming environment for young people  
Actively engaging young people in activities/discussion  
Carrying out activities in groups  
Ensuring respect rules/code of conduct are adhered to  
Signposting young people to other services  
Where possible attend staff meetings and training events  
Provide information on own observation and feedback from Young People to inform planning of services  
Undertake evaluations when required  
Encourage feedback  
Setting up and clearing away of the group session  
Promote public health agenda  
Adhere to safeguarding and policy/ risk assessment guidelines

### **Knowledge and Skills:**

Engaging character  
Knowledge of youth/adolescence  
Understanding of Early Help Preventative Service or a willingness to learn  
Proactive and outgoing personality  
Understanding of youth work or willingness to learn  
Good initiative and common sense  
Good communication skills  
Transferable skills, hobbies  
Ability to foster trust and positive relationships with young people  
Ability to support partnership engagement and foster positive partnership relationships  
Ability to be a good role model

### **Volunteer commitment Requirements:**

This role would require a minimum of 2-3 hours per week  
Currently groups run in Tunbridge Wells in the evenings of Monday to Thursday so discussions can be held regarding availability in evenings and the different groups that run  
Enhanced DBS check  
Various Safeguarding training  
Prevent training  
Data Protection and Information Governance training  
Other training may also be available as identified in Personal Development Plan  
  
Opportunity to develop links with partners and attend training/development opportunities