**Tunbridge Wells District Volunteer Role Description**

<table>
<thead>
<tr>
<th>Role Title:</th>
<th>Group work volunteer x 2</th>
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<tbody>
<tr>
<td>Reports to:</td>
<td>Senior Early Help Worker / Youth Hub Delivery Manager</td>
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<tr>
<td>Placement:</td>
<td>Various groups across Tunbridge Wells</td>
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**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