



Peer Support Host Volunteer

Role description & Person Specification

About us

Possability People is a disability charity based in Brighton & Hove with services across the city and into East and West Sussex. We are a user led organisation that promotes independent living for all and works toward equality by inspiring disabled people to identify barriers and define solutions.

Our Community Engagement Team gives people with lived experience of disability, health conditions, mental health, and neurodiversity a voice, working with the council and NHS to shape local services. We engage through consultations, meetings, and regular updates, empowering disabled people to identify barriers and drive change. We have also relaunched our popular face-to-face meet-ups, bringing local disabled people together to discuss issues that matter to them and hear from guest speakers.

What we need

We need a friendly and welcoming volunteer to support our facilitator in running a Peer Support Group for disabled people, people with long-term health conditions, and neurodivergent people.

The role involves welcoming attendees, helping people feel comfortable and included, and supporting the smooth running of sessions. No previous experience is required – just a caring, approachable nature and good listening skills.

Skills you will gain

- ✓ Customer service skills
- ✓ Listening skills
- ✓ Verbal communication skills
- ✓ Written communication skills
- ✓ Experience of running events & groups
- ✓ Adaptability

What we offer

Before starting with us you will attend a Group Induction Day to familiarise you with our culture, ethos and working practices and to prepare you for your role.

All volunteers have a full induction into the role with ongoing training and support from their volunteer lead, including day-to-day supervision and quarterly one-to-ones. Volunteers are invited to attend team meetings and social events throughout the year.

You will have access to a range of free courses, including confidence building, computer skills, disability equality, customer services, and more.

If you are looking to get back into work we can offer additional resources and tool kits, whether that's around explaining a health condition to an employer, how to write a brilliant CV, or ways to build your confidence in the work place; after 6 months we can provide an employment reference for you.

Volunteering for us will give you the opportunity to meet new people and work alongside them to do things which you wouldn't or couldn't do alone e.g. challenging discrimination, reviewing services, delivering training.

Volunteers are made to feel welcome as part of the Possability People Team.

Context

This role is based at our Head Office in Kemp Town, Brighton. The group runs every Wednesday; volunteer support is needed 12.30 to 4pm.

We ask for a minimum commitment of 1 shift per week for 6 months.

We are happy to discuss reasonable adjustments with you; for example, changes to shift times, provision of equipment, additional support needs.

This role is supported by our Community Engagement Facilitator.

All volunteer appointments are subject to satisfactory references and DBS Clearance.

Role description

Provide a welcoming and accessible service by:

Before the Session

- Help prepare the room and refreshments if required.
- Welcome members as they arrive.
- Support people to sign in.
- Help new attendees feel comfortable and settled.
- Introduce people to each other where appropriate.

During the Session

- Help create a friendly and inclusive atmosphere.
- Support informal conversations and connections between members.
- Assist the facilitator with practical tasks during activities.
- Notice if someone appears isolated or unsure and help them feel included.
- Support accessibility needs where appropriate.
- Help maintain a respectful and welcoming environment.

After the Session

- Help tidy the room.
- Support the facilitator with attendance records if required.
- Share any concerns or observations with the facilitator.

General

- Ensure that the policies and procedures are followed and at all times to recognise the Equal Opportunities policy.
- Maintain confidentiality on all enquiries received and all information regarding any clients.
- Attend internal and external training identified in line with role and aspirations.

Important Information

This role is not expected to provide advice, counselling, advocacy or support planning. Any concerns about a participant's wellbeing should be shared with the facilitator.

The focus of this role is helping create a welcoming, safe and inclusive space where people can connect and support one another.

Person Specification

These are some skills, knowledge and experience we are looking for. However, if you don't have these don't worry as we can offer training and development within these areas:

- Reliable and able make a regular time commitment
- Friendly, welcoming and approachable personality.
- Enjoys meeting and talking with people.
- Respects different experiences, identities and perspectives.
- Is reliable and able to commit to attending regularly.
- Can work as part of a team.
- Able to maintain confidentiality.
- A commitment to the provision of quality services and support for disabled people.
- A commitment to the principles of equal opportunities for all service users.

Name:

Signed:

Date:

For more information on volunteering with us:

Web www.possabilitypeople.org.uk/volunteer

Email volunteer@possabilitypeople.org.uk

Phone 01273 89 40 40



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