

Role	Volunteer Peer Mentor
Purpose	To support the Volunteering Programme(s) and their beneficiaries in their local area and community through peer mentoring to a small group of clients.
Where's this role based?	There is no base as such. Peer Mentors will volunteer in the local community (subject to their ability to travel).
When can I volunteer in this role?	The volunteering activities in this role can be undertaken flexibly but will need to fit around the availability of both the clients on the programme and the volunteer. Typically, this could be over a few hours during the daytime (e.g. 9 a.m. – 5 p.m.) and weekdays as required. There may be occasions when volunteers could be asked (with notice) to provide additional support during a weekend and/or evening.
Who will I report to / get support from?	On a day-to-day basis, volunteers will be supported by their nearest Volunteering Project Manager (VPM). Support for Volunteers may also be provided centrally by a Volunteer Coordinator.
What will I be doing in this volunteer role?	This volunteer role could include activities such as: <ul style="list-style-type: none"> ▪ Identifying suitable volunteering placements in their local community for beneficiaries; ▪ Providing ongoing support as required to help a beneficiary to become “volunteering ready”, e.g. supporting with confidence building and/or helping with application forms; ▪ Supporting beneficiaries to attend volunteering placements, and researching suitable alternative volunteering opportunities if these don't work out; ▪ Acting as a local point of contact about the organisation and it's volunteering programmes for potential referring agencies and or volunteering placements and passing any queries on to either the VPM or Volunteer Coordinator as appropriate.
What do you expect from volunteers in this role?	Our expectation of volunteers in this role is that they will: <ul style="list-style-type: none"> ▪ Act in accordance with relevant policies and procedures; maintaining strict confidentiality; ▪ Be able to spare sufficient time to volunteer in this role, and prepared to be as flexible as possible around this; ▪ Behave respectfully and sensitively to others; ▪ Be open and honest about any issues affecting them or their ability to volunteer in this role; ▪ Be understanding of the issues which could affect people on the volunteering programme(s); ▪ Communicate with Step Together staff; ▪ Dress appropriately (e.g. wear clothing unlikely to cause offence); ▪ Represent the organisation and programme positively at all times; ▪ Take responsibility for their own safety and that of others with.
What skills and qualities would I need for this role?	There will be training relevant to this role. Our expectation is that volunteers in this role will be: <ul style="list-style-type: none"> ▪ Able to speak with conviction about the Volunteering Programme(s) ▪ Able to travel independently in their local community;

- | | |
|--|---|
| | <ul style="list-style-type: none">▪ Capable of putting appropriate boundaries in place between beneficiaries and themselves, and maintaining these at all times;▪ Comfortable volunteering either alone or with others;▪ Confident dealing with individuals and/or groups;▪ Effective communicators, in person and in writing;▪ Emotionally aware and able to recognise signs of stress in themselves and others;▪ Enthusiastic about coaching, mentoring and sharing their lived experience with others;▪ Reliable, letting us know in a timely way if they are unable to do something pre-arranged;▪ Self-aware, and able to judge when to refer to or take advice from STV staff as appropriate;▪ Willing to undertake training as appropriate and develop their skills. |
|--|---|