



Eclipse

Children, Young People & Families Service



BRANCHING
OUT

salford**smart**
young people's service

Volunteer Task Description

Children, Young people & Family Services
Manchester, Salford and Tameside Services

Responsible to: Team Leaders

Key responsibilities:

- Provide Public Information 'stalls' regarding drugs and alcohol awareness for Children, Young People and Families; This may be in schools and/or colleges, or at local voluntary sector/public health and community events.
- Signpost members of the public to other support services.
- Support existing groups to engage with young people and families around drugs and alcohol.
- Identify ways of ensuring ongoing communication with the local community.
- Assist staff to deliver group work and family groups
- Develop new/ad hoc groups regarding service user consultation.
- Assist Children, Young People and Families to engage in activities, sessions and appointments

The volunteer position will initially be on an 'ad hoc' basis to support a member of staff at community events or with scheduled groups. This may develop into an ongoing role engaging with the community in the future.

Essential attributes and experience:

- Willingness to gain knowledge around substance misuse and safeguarding/child protection.
- The ability to work in a small team.
- The ability to work alone.
- A willingness to learn new skills.
- Good communication skills.
- The ability to engage with a wide range of individuals.
- The ability to prioritize tasks and manage time efficiently.
- An understanding of the issues relating to vulnerable families.
- Commitment to the promotion of Lifelines services

Desirable attributes and skills

- Ability to work with groups of young people and families.
- Administrative/IT skills.
- Knowledge of the local community.
- Willingness to attend conferences, workshops and seminars.
- Monitoring and evaluation skills.
- Good organisational skills.
- To perform other tasks relevant to the role of Activity/Session Volunteer

Volunteers would be expected to work across Manchester, Salford and Tameside unless you state a preference on the application. Please ensure you write your preferred area of work at the end of the application.