



## Volunteer Role Description:

### Resource Centre Peer Support Volunteer

**Aim:** To support people affected by bipolar by sharing knowledge and experiences and signposting to other appropriate services. Working as part of a small team to empower those affected by bipolar through reassurance, guidance and support.

#### What does the role involve?

- Supporting individuals through face-to-face sessions
- Participating in all training required and organised by Bipolar UK
- Ensuring all records are produced on time and in good descriptive quality
- Liaising with Bipolar UK to ensure any cancellations or changes to appointment sessions are communicated as soon as possible
- Compliance with Bipolar UK policies and procedures, including guidelines on safeguarding and confidentiality
- Communicating regularly with the Bipolar UK Group Development team and participating in regular one-to-one supervision
- Administrative tasks associated with the resource centre

#### Benefits of volunteering as a Co-Facilitator:

- Using your skills & experience to help others affected by bipolar
- Being part of a team
- Developing your confidence
- Developing transferable skills for employment or training
- Increasing your knowledge of living with and managing bipolar
- Developing organisational and facilitation skills

## We are looking for volunteers who have:

- Personal experience of bipolar (e.g. a diagnosis of bipolar or a family member or friend).
- Empathy and understanding of the needs of others.
- Good active listening, interpersonal and communication skills.
- Awareness of their own wellbeing, and are able to seek support when needed.
- The ability to volunteer within a team.
- Commitment to the principles and values of Bipolar UK

**Responsible to:** A nominated member of the Bipolar UK Group Development team

**Requirements:** The role is subject to a satisfactory enhanced DBS check and references. There will be regular review and discussion with Bipolar UK.

**Commitment:** Regular attendance at the Torbay Resource Centre on Tuesdays between 9.30am and 1.30pm

## Bipolar UK will support you with:

- Support of and contact with a member of the Group Development team
- Relevant training and support
- Pre-approved volunteering expenses
- Peer support for yourself



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[www.bipolaruk.org](http://www.bipolaruk.org)

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