

## Peer Support Group Facilitator Role Description and Person Specification

**Hours** – Flexible, depending on the group schedule

**Reporting to** – Peer Support Team

### Role Description

The Peer Support Group Facilitator plays a key role in creating a safe, welcoming, and supportive space for people attending our structured peer support groups at The Anthony Seddon Centre. Unlike our general Peer Support Volunteers, this role is focused on facilitating specific groups, such as bereavement support, men's mental health, or other themed peer-led sessions.

This role is ideal for someone who feels comfortable guiding conversations, encouraging participation, and helping maintain a supportive environment. You don't need to be an expert, you just need to be a good listener, a compassionate presence, and able to create a space where people feel heard and valued.

### Main Duties and Responsibilities

- Welcoming and supporting group members, ensuring they feel comfortable and included.
- Encouraging open and respectful discussions, keeping conversations safe and on track.
- Helping to set the tone for the group, ensuring it remains a supportive and non-judgmental space.
- Gently guiding conversations while allowing group members to share their experiences at their own pace.
- Recognising when someone may need extra support and signposting them to appropriate services.
- Working with staff and other volunteers to ensure the group runs smoothly.
- Feeding back any concerns or challenges to the Peer Support Team where necessary.

### General Responsibilities

- Follow safeguarding procedures and ensure the wellbeing of all group members.
- Work safely and follow health and safety guidance in the group setting.
- Be respectful and inclusive; everyone's experiences are valid, and all voices should be heard.
- Follow the charity's policies and procedures to help everything run smoothly.
- Take part in training and supervision to develop confidence in the role.

- Support the smooth running of the group, whether that's setting up, tidying up, or simply being a reassuring presence.

## **Person Specification**

### **Knowledge and Experience**

- No formal qualifications are needed, just a passion for supporting others in a group setting.
- Experience of peer support, group facilitation, or lived experience of mental health challenges is beneficial but not essential.
- An understanding of mental health, wellbeing, and the importance of peer support (or a willingness to learn).
- Experience working with people from different backgrounds and life experiences is helpful.

### **Skills and Personal Qualities**

- Warm, approachable, and non-judgemental, able to make group members feel welcome and at ease.
- Good listener, able to encourage discussion while giving everyone space to share.
- Confident in guiding conversations while ensuring the group stays a safe and supportive space.
- Able to recognise boundaries, knows when to listen, when to signpost, and when to ask for help.
- Reliable and organised, able to commit to regular group sessions.
- Flexible and adaptable, comfortable handling different group dynamics and conversations.
- Committed to attending training and supervision to develop skills and confidence in the role.

### **Physical, Mental, and Emotional Effort**

This role may involve supporting people who are experiencing distress or difficult emotions. While most conversations will be positive and supportive, there may be times when someone is struggling, upset, or frustrated. As a volunteer, you'll be expected to listen with empathy, stay calm, and know when to get support from staff if needed.

You won't be expected to handle difficult situations alone, we'll always make sure you have guidance and support in place.

## **The Anthony Seddon Fund's Commitment to Our Volunteers**

We truly appreciate our volunteers and want to make sure you feel valued and supported. In return for your time and passion, we offer:

- **Training & Development** – Access to in-house and external training to help you build skills and confidence.
- **Expenses Covered** – We'll reimburse reasonable travel and parking expenses.
- **A Supportive Community** – Be part of a friendly, welcoming team that makes a real difference.
- **Recognition & Appreciation** – Opportunities to celebrate your contribution, whether that's through events, thank-yous, or volunteer rewards.
- **References for the Future** – If you volunteer with us for **6 months or more**, we'll be happy to provide a reference.
- **Personal Growth & Wellbeing** – Volunteering can be a great way to boost your own confidence, wellbeing, and sense of purpose.