

Volunteer Role: Toddler Group Co-facilitator

Project: Toddler Group

Support Person	Gosia Kowalewska, Volunteer Coordinator/Community Development Worker
Role Purpose	The purpose of the Toddler Group Facilitator role is to organize and facilitate activities for toddlers and their parents
Specific Tasks	<ul style="list-style-type: none"> • Plan, organize and run 1.5 hrs group sessions • Actively look for new opportunities to make the meetings more varied and enjoyable • Keep records of attendance • Post updates about the group activities on Facebook
Skills and Qualities Needed	<ul style="list-style-type: none"> • Knowledge of child development and previous experience of working with children would be an asset • Experience in group work (can be in an informal setting) • Organizational skills • Open, cheerful, engaging, inclusive • Fluent Polish and communicative English • Good teamwork skills (Toddler Group is run together by 2 volunteers).

<p>Commitment</p>	<p>2 hours weekly to facilitate a group + 1-2 hour to prepare activities prior to the meeting</p> <p>Once we set up your placement you will be expected to volunteer on a regular basis, preferably for at least six months, as consistency is very important to the success of our programmes.</p>
<p>Support and Training</p>	<p>The volunteer will go through the induction process to get to know the organization.</p> <p>The volunteer will receive a specific introduction to the tasks related to their role.</p> <p>All our volunteers receive supervision and are offered various training opportunities related to their role or our projects in general (mental health, group work, third sector, social media etc.).</p> <p>There are also volunteers' events which help to get to know other volunteers and build community.</p>
<p>Expectations of volunteer</p>	<ul style="list-style-type: none"> ● Reliability ● Confidentiality ● Following Feniks's policies ● Commitment to attend volunteers' meetings
<p>Location and time of volunteering</p>	<p>Toddler Group takes place in McDonald Road Library every Friday from 11:30 till 13:00.</p>
<p>How to apply</p>	<p>Please send an email to gosia.kowalewska@feniks.org.uk. Send your CV and tell us a bit about yourself and why are you interested in the offered role.</p>

Task Description Updated: 19th of August 2019