



## **Peer Support Worker Rotherham x1 Doncaster x1**

**Employer:** Light Peer Support

**Hours of work:** 16 hours per week (days negotiable)

**Salary:** £8.91 per hour pro rata

**Responsible to:** Peer Support Coordinator and CEO

**Location:** Mixture of home working, working within the designated location and occasional travel to Light Head Office.

### **Background:**

Light is a perinatal peer support charity that supports families with postnatal depression and other mental illness around childbirth. This is an exciting opportunity to become part of a growing charity, develop new skills, meet new people and support a charity that helps mums & their families.

### **The Role**

This role will involve providing perinatal mental health peer support through offering structured one to one peer support as well as facilitation of Light Support Groups to ensure they run smoothly either virtually or in person (Covid-19 restrictions permitting). As this role is peer support, you must have lived experience of mental health problems associated with pregnancy/childbirth, it is important that you feel well enough to be able to offer support to families who are struggling with such feelings now.

This role also involves working with and supervising Volunteers to help us continue to offer dedicated services to women and their families, continuing to support each family effectively. One of these posts is focused on Rotherham & the other on Doncaster although there will also be times when you are required to work across South Yorkshire as necessary to meet the needs of the charity.

### **Main Responsibilities:**

- To co-ordinate and run Light peer support groups, working with the Peer Support Coordinator.
- To offer structured peer support on a one to one basis as required.
- To support the management of user referrals by communicating with the Peer Support Coordinators.
- To undertake administration duties related to the role and the team.
- To respond to support enquiries efficiently and professionally.
- To support the acquisition of service user feedback and process the related data.
- To work with the Volunteer Coordinator to recruit, organise and co-ordinate Light volunteers.
- To liaise with the Volunteer Coordinator regarding groups and volunteers.
- To know the important job our volunteers play, help ensure they understand their job and their role within the organisation.
- Support the implementation of the volunteer recruitment plan.
- To communicate regularly with the Coordinators and participate in supervisions.
- To work with the Coordinators to promote, network and represent Light to external organisations.
- To work closely with the team to ensure the smooth operation of the charity.

Person Specification	Essential	Desirable
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Confident and effective communicator</li> <li>• Good organisational skills</li> <li>• Ability to work on own initiative as well be a strong and flexible team member.</li> <li>• Good delegation and management skills</li> <li>• Good standard of written and oral communication</li> </ul>	<ul style="list-style-type: none"> <li>• Use of car and a current drivers licence</li> </ul>
<b>Experience and Qualifications</b>	<ul style="list-style-type: none"> <li>• Lived experience of mental health problems associated with pregnancy/childbirth</li> <li>• Good standard of education (GCSE, NVQ or equivalent)</li> <li>• Ability to demonstrate experience of Microsoft Word/Excel</li> <li>• Experience working/volunteering with families/mums in a social/educational environment</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in the charity sector</li> <li>• Qualification or formal training in peer support or volunteer management</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of legislation/policies relating to children and families (e.g. safeguarding)</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge/interest in women's mental health</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Excellent listening skills</li> <li>• Approachable and friendly</li> <li>• Confidential, tactful and discrete</li> <li>• Good time management</li> <li>• Enthusiastic and a good motivator</li> <li>• Team player</li> </ul>	

As the role develops, you may be required to undertake additional duties not listed here but considered to be in accordance with the overall aim and objectives of the post.

This post will be subject to an enhanced DBS check which will be paid for by the charity. All staff are required to engage in regular supervision and appropriate training will be offered.