TASK DESCRIPTION

Volunteer Role: Men’s Tailoring Group Volunteer
Section: Therapeutic Services
Location: Stratford
Reports to: Project Coordinator
Time Commitment: 1.30pm – 5pm on Wednesdays, for a minimum of six months

The Refugee Council is one of the leading organisations in the UK working with refugees and people seeking asylum. We not only give help and support, but also work with clients to ensure their needs and concerns are voiced and addressed. Volunteers are a key part of many of the services that support our clients and work alongside paid staff across the organisation.

Context:

The Men’s Tailoring Group is part of the Refugee Council’s Therapeutic Services whose aim is to rehabilitate and meet the holistic needs of male clients and to support them throughout their journey towards psychological healing and practical empowerment. The group was created in September 2017 to provide a safe space for male refugees and asylum seekers where they can gather on a weekly basis and engage in the creative activity of sewing and learning how to make alterations to their clothes.

Volunteer Tasks:

- To support the Project Coordinator in setting up the room and carry equipment and material.
- To support clients during the session.
- To collect food for the lunch break from the supermarket.
- To cover for the Project Coordinator in her absence.
- To create a safe and nurturing environment based on trust and non-judgement for clients to work through past traumatic experiences and embrace their strengths and resilience in developing new positive ways to help re-build their lives.
**Skills and experience:**

- To be qualified or in the final year of a recognised counselling diploma level 4 or above and have at least 100 clinical supervised hours.
- A sensitivity and understanding of the problems faced by male refugees and asylum seekers.
- Good interpersonal skills.
- To comply with Refugee Council’s policies and procedures. Ensure confidentiality, data protection, safeguarding and any others deemed necessary to the counsellor role.
- Be a registered member or student member of BACP or UKCP and adhere to the relevant ethical guidelines for Counselling and Psychotherapy.
- Experience or knowledge of sewing would be a significant advantage but not essential.

**Expectations from the volunteers:**

- To comply with all relevant Refugee Council policies and procedures
- Volunteers can claim travel allowance, lunch is provided
- Adhere to the principles of equal opportunities, for example by providing appropriate, sensitive and impartial services and being accessible to all asylum seekers and refugees, regardless of their personal circumstances
- Adhere to clear boundaries, for example do not give out your telephone number; do not give any gifts however small or second hand they may be; and never lend, give or accept any money

**How we support our volunteers**

Volunteers are valued members of our teams and we provide them with support and development opportunities. Volunteers will receive regular planned support sessions with their supervisors.

Refugee Council allows volunteers to attend our professional training courses when possible, free of charge.

Volunteers will be given IT access and a Refugee Council email address whilst volunteering on this project.

Through sponsorship from the Marsh Trust, Refugee Council also provides volunteers with the opportunity to design and set-up a new service for new clients. There will be an opportunity to discuss this with your supervisor.

Volunteer roles are unpaid, but we can reimburse volunteers for lunch and travel costs.
ADDITIONAL INFORMATION

This post is exempt from the Rehabilitation of Offenders Act 1974. Therefore, all convictions, cautions and bind-overs, including those regarded as 'spent', must be declared at the application stage. Any offer of engagement is subject to a satisfactory Disclosure and Barring Service check. Repeat checks are initiated every two years.

Health & Safety

The volunteer is responsible for:

Cooperating with the Refugee Council in delivering all legal responsibilities in respect of your own and your colleagues, volunteers, clients and others health and safety whilst at work.

Becoming familiar with the Refugee Council’s Health & Safety Policy and procedures including evacuation procedures at your workplace.

Carrying out risk assessments of your own work and especially of your own workstation to ensure that you do not expose yourself or others to unnecessary risk.

Equal Opportunities Statement

As part of its recruitment policy, the Refugee Council intends to ensure that no prospective or actual employee or volunteer is discriminated against on the basis of sex, race, nationality, marital status, sexual orientation, employment status, class, disability, age, religious belief or political persuasion, or is disadvantaged by any condition or requirement which is not demonstrably justifiable.