



Job Description

Job Title	Group and Workshop Volunteer
Reports To	Group and Workshop Coordinator
Date	July 2022

Job purpose

Reporting directly to the Group and Workshop Coordinator, the Group and Workshop Volunteer will provide support to facilitators of groups and workshops. This includes providing individual emotional support to group participants during the group in breakout rooms/another space and being available to debrief after the group.

Requirements

- Having access to reliable internet.
- Being available at least 2 hours/month to attend a group/workshop session.
- Willing to commit to a minimum of 1 year.
- Successful completion of SASC and Support Line training.

Duties:

- Attend group/workshop sessions (a staff co-facilitator will always be there as well).
- Listen, validate and offer information and options to group members who ask for individual support during or after group sessions.
- Respond to group members who are in crisis and use de-escalation techniques to support them.
- Support Group Facilitator during sessions (e.g., reading out the chat when doing brainstorming activities).
- If in-person, help set up snacks, greet and offer drinks to group members, and help clean up after.
- Attend monthly meetings and educational opportunities to keep skills and knowledge current.
- Debrief with Group Facilitator after group session if needed.
- Potential to facilitate part of a group/workshop, if there is expertise and prior experience.

Additional Responsibilities:

- Maintain service user confidentiality (exceptions to this include suspected child abuse or neglect, and/or if the service user is threatening to harm themselves or someone else).
- Establish and maintain personal boundaries with service users, volunteers and staff.
- Remain current with information and resources on sexual and domestic violence, particularly as it pertains to the Support Line.
- Participate in program evaluations from time to time, by way of surveys, questionnaires and interviews.
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- Informing the Group and Workshop Coordinator of any needed leave of absences or termination of volunteer commitment.
- Work in accordance with SASC's Mission, Vision and Values.

Qualifications

This position requires knowledge of sexual violence, gender-based violence and intersectional feminism. Must have experience and/or training with crisis intervention, support, and/or advocacy with survivors of gender based-violence. Previous group facilitation experience is an asset.

Working Conditions

Most groups and workshops are currently being held virtually through Zoom. In the future, there may be some opportunities for in-person groups and workshops.

This job requires intense concentration. Repeated exposure to details of violence and assault can lead to vicarious trauma. The need for debriefing, self-care and balance is critical for incumbents in this position.