



## Volunteer Buddy Role Description

Supervised by: Active Minds Project Co-ordinators

### Key Objective of the Volunteer Buddy project:

To support people who have experienced mental health problems in accessing their chosen activity with the aim that they are able to continue with that activity after the Buddying time has finished. This will be done through accompanying them to their activity and working with the plan agreed in your first meeting.

### Main tasks of the Buddy:

1. To Support your Match (the person you will be Buddying) over a period of up to 14 weeks to attend and carry out their chosen activity.
2. To spend up to 3 hours a week with your Match at their chosen activity.
3. To work with your match to allow them to overcome obstacles and difficulties that may prevent them from continuing to attend their chosen activity once your Buddying has finished. These will be discussed and set out in your initial meeting and planning session with your Match.
4. To attend planning sessions with your Match and Project Co-ordinator to decide on the structure for your time with them and plan their map, to enable the individual to attend their activity once the Buddying has finished.
5. To attend training and support sessions.
6. Keep records of time spent with your match and outcomes.

### Practical Considerations:

- The application process can take up to **three months** due to the DBS check (criminal records check) that must be completed before you can start. So please only make an application if you are happy to wait this length of time before you start volunteering
- The minimum time we ask that you to support a client is twelve weeks, so please only apply if you are able to volunteer for **at least four months** after the application process has been completed.
- We welcome applications from people with lived experience of mental health
- Due to the nature of the role we require applicants to live in the borough of Croydon or very close by
- Please note: The service, and therefore the role is only available during office hours (9-5, Monday to Friday)

## Person Specification

Attributes	Essential	Desirable
<b>Be open minded and non-judgemental:</b> We ask that you are respectful of your Matches' opinions and life experiences.	X	
<b>Reliable:</b> For your Match to gain the most from the Buddy Service we ask that you attend all agreed meetings with your Match and staff at Active Minds and are punctual in doing so. Where possible we ask that you give 24 hours notice if you cannot attend.	X	
<b>Willing to learn:</b> We ask that you take part in the training and supervision to help improve your skills during your time as a Buddy..	X	
<b>Keep confidentiality where appropriate:</b> Issues of confidentiality will be discussed in your training.	X	
<b>To be committed:</b> To spending time with your match and to attend supervision sessions while working with your match.	X	
<b>Understand the importance of boundaries:</b> Ensure boundaries between Buddy and your match are maintained throughout programme and beyond. It is important that clients do not become dependent on their buddies. Training on Boundaries will be given.	X	
<b>Willingness to keep records:</b> In order to monitor the project and its effectiveness we ask that you record the time spent with your Match and how that time was used. We ask that you keep your receipts so expenses can be paid to you.	X	
<b>Good Communicator:</b> Report back to the Active Minds team after each session.	X	
<b>Experience of mental health problems</b>		X

### What can you gain from volunteering as a Buddy?

- One day training workshop covering all aspects of the Buddying role and advice around motivational interviewing
- Regular group supervision to support you to get the most from your time Buddying
- Access to ongoing training provided by Mind and other external providers
- Experience of working with vulnerable adults
- We can provide you with references if you volunteer for six months or longer
- Expenses paid, on receiving your receipts we will pay for costs involved in attending activities i.e. travel and activity costs
- Where possible we will match you with people wishing to start activities that you are interested in or already take part in