



Role Description – Group Outing Assistant

What we do:

Bfriend provides befriending support to approximately 50 young people each year. The main aim of befriending is to reduce the social isolation of the young people we support, increase their confidence and self-esteem and ensure they are included and feel valued. Befrienders meet with the young person once a fortnight to support and encourage them to take part in activities in the community. In addition to one to one activities the Project offers regular group activities for young people and a youth group which is run with the help of the young people themselves. Group outings vary in nature, anything from a day out to the Farm park, to a beach clean to arts and crafts at the office – all are great fun and ensure the young people can meet with their peers in a safe and supportive environment.

The Group Outing Assistant will:

- Support staff with the smooth delivery of group activities.
- Maintain a register of attendees during activities and oversee additional administrative tasks as and when required.
- Organise and oversee resources and materials for the activity.
- Set up and tidy up for the activity.
- Assist with transport of young people and/or volunteers to and from the activity.

What we look for in a Group Outing Assistant:

- Friendly and amenable.
- Strong interpersonal and communication skills.
- Strong organisational skills and the ability to multi-task.
- Able to enrol as a member of the Protection of Vulnerable Groups (PVG) Scheme.
- Availability for 3 to 4 hours once a month (times and dates will vary each month).
- Able to travel to and from various venues with use of own vehicle to transport resources, equipment and attendees.
- Happy to seek advice and guidance and receive support from their Project Coordinator whenever needed.
- Open minded, as the Project works with young people from a wide variety of backgrounds.
- Must have availability out with school hours as this is when befriending takes place.

