|  |  |
| --- | --- |
| **Job Title:** | Groupwork Facilitators |
| **Location:****Contract:** | Poole, Dorchester & our Co-location spaces in Dorset Employed roles on fixed term contract to 31.3.2025 (potential to extend if funding secured)Self-employed roles on a rolling contact until 30.04.2026 |
| **Hours:****Salary:** | Employed: 15hrs per week Self-employed: Minimum of 3hrs per weekDependent on qualifications & experience |

**Role Summary:**

To support with delivery of our STARS Dorset programmes of group work for our clients. To create a safe and welcoming space for all clients to support their journey of recovery, enabling them to develop skills and tools to manage trauma symptoms, build self-esteem and empower our clients to feel better able to cope with life.

To assist, when required, with administration duties relating to group work, screen & process referrals for groups, signposting and providing information when required.

To assist the wider team with groupwork development, monitoring and evaluation. To ensure client records & CRM are up to date.

|  |
| --- |
| **Key Responsibilities:** * **Delivery of weekly group work sessions that help support clients’ journey of recovery from trauma. Current group programmes include psycho-education & stabilisation; creative groups promoting self-esteem and self-efficacy, empowerment courses to support self -development.**
* Creating a safe, non-stigmatising and welcoming environment where clients feel able to express themselves, share experiences and feel accepted and understood.
* Demonstrate appropriate communication and leadership skills.
* Maintain confidentiality and respect the individual needs of our clients & providing 1-1 signposting support as necessary.
* Encouraging clients to get involved in new hobbies and activities and support them to develop their own mutual support network outside of the group if they wish to do so.
* Gain knowledge of other services provided by other organisations and agencies to ensure clients are offered up to date and relevant signposting information.
* **Lead group debrief sessions with co- facilitator.**
* **Liaising with co-facilitator and client support team with the session support requirements.**
* **Attending regular supervision meetings**
* **Assist with the eligibility of referrals for the group screening process.**
* **Planning and on-going development of the STARS Dorset groupwork programmes to ensure changing needs are met**
* Assist the client support team with administration duties as required
 |

**General Responsibilities:**

Positively represent STARS Dorset both internally and externally, and promote our work

* Comply with STARS Dorset’s policies and quality frameworks
* Promote understanding, awareness and positive attitudes towards sexual violence and domestic abuse
* Promote equity, diversity and inclusion
* Attend and actively contribute to individual supervision and training sessions, team meetings and organisational events
* Perform other duties appropriate to the role
* Support, encourage and engage active client participation wherever possible

**Expected outcomes:**

1. To set high professional standards, modelling and promoting the vision, mission, aims and values of STARS Dorset to all staff and volunteers.
2. Ensure the highest levels of service delivery are consistently provided to enable clients’ recovery from trauma.
3. Ensuring Health and Safety of the group, ensuring policies and procedures are always adhered to during meetings
4. To uphold the best interests of clients and integrity of STARS Dorset.

**Expected behaviours:**

Supportive:-

* Takes time to listen, respect and understand.
* Respects and values others’ differences.

Impactful: -

* Welcomes feedback and constructively challenges.
* Plays a part in the delivery of STARS Dorset’s aims

Connected: -

* Communicates effectively.
* Actively collaborates and shares ideas, experience and knowledge.

Safeguarding:-

* Is committed to the welfare, well-being and safeguarding of colleagues and clients.