

Volunteer Promoter

Location/Base	Brighton & Hove
Service/Department	SOS & MENDOS Services
Service Code	6318
Service operating times	Monday to Friday office hours and some evenings
Supported by	Service Manager

Agreement Details

Agreement type	Volunteer Agreement
Time commitment	Flexible
Expenses	Reimbursement of out-of-pocket expenses
Disclosure & Barring Check	This role does not require a DBS check

Role Purpose

Volunteer Promoters will network in key communities and areas to assist with promoting awareness of the services we provide. Volunteers will have key caption areas to visit to distribute information about our services, attend events and assist staff at key network events. Volunteers are not expected to provide support but instead, to provide information.



Registered with
**FUNDRAISING
REGULATOR**



**INVESTORS
IN PEOPLE**

Silver
Until 2020



**MINDFUL
EMPLOYER**



Rethink Mental Illness is a partner in:



Registered in England Number 1227970. Registered Charity Number 271028.
Registered Office 89 Albert Embankment, London, SE1 7TP.

Rethink Mental Illness is the operating name of National Schizophrenia Fellowship, a company limited by guarantee. © Rethink Mental Illness 2018.

What I will contribute

- I will bring enthusiasm to volunteering for Rethink Mental Illness
- I will share my local knowledge and assist with making suggestions about targeting key services throughout the year
- I will be punctual, reliable, confident and have a willingness to help
- I can contribute within a Volunteer Support Group setting, to get to know other peer volunteers
- I can bring friendly customer service and keen to try new skills and demonstrate boundaries
- I will partake in training to assist with my volunteer promoter role
- I will give feedback about our current website

Who am I?

I have the essentials covered: *(Skills, experience, and attitude)*

- I have enthusiasm, time, and flexibility to promote the services represented by Rethink Mental Illness within Brighton and Hove key areas throughout the year
- I have good networking skills and experience of local services in the area and would attend events to support networking
- I have passion and a strong work ethic which enables me to liaise with various companies and organisations on behalf of Rethink Mental Illness, delivering posters or contacting services or attending known events

I may also have:

- Ideas for a Volunteer Promoter Newsletter updated and distributed quarterly to all team and volunteers
- Skills in liaising with general public and other professionals
- The ability to work within a team setting, to encourage volunteer peer support

What I value and how I will behave

I can demonstrate and apply Rethink Mental Illness values of:

- **Passion** - We are passionate about leading the way to a better quality of life for everyone severely affected by mental illness.
- **Commitment** - We work tirelessly to provide support for everyone severely affected by mental illness.
- **Openness** - We are open and transparent in all our work with beneficiaries, supporters, partners and the public to achieve change for people severely affected by mental illness.
- **Hope** - We offer hope of a better quality of life for all those severely affected by mental illness.
- **Expertise** - We constantly use our expertise to provide practical and personal support for people who are severely affected by mental illness.

- Understanding - People who are severely affected by mental illness are at the heart of everything we do in our organisation – our membership, our governance and our workforce.
- Equity - We believe that in a world where discrimination and disadvantage exist treating people with equity is critical to ensure justice and fairness for all.

I can apply and demonstrate RethinkCARES behaviours of:

- Connect – We work together, we celebrate together
- Accountable – We do what we say we will do
- Respect – We believe everyone counts
- Evolve – We challenge, we listen, we change
- Success – We deliver results

What support will I get?

As part of my induction, I will complete the following training courses:

- Safeguarding adults
- Data security

I may also be asked to complete:

- Safeguarding children
- Equality and diversity
- Health and Safety
- Mental Health Awareness

I will also have access to:

- Regular supervisions with my manager

What will I get out of it?

There are lots of benefits to volunteering. Here are just a few:

- Develop my existing skills or learn new ones
- Impact positively on my own mental health, as well as others
- Enhance my CV and boost my employability
- Gain a reference from Rethink Mental Illness
- Find a passion and maybe a step towards a new career
- Meet new people and increase my self-confidence
- Reimbursement for out-of-pocket expenses
- Access to internal vacancies

General Duties:

- I will act in accordance with the provisions of Data Protection legislation (as amended).
- I will ensure all records, personal, staff and client data are managed in line with Data Management and Information Governance policies, relevant legislation, codes of practice or contractual obligations.
- I will comply with legal and regulatory requirements such as provisions set out in the Health and Safety at Work Act 1974.
- I will act in accordance with the charity's Health & Safety and Safeguarding policies and to notify your line manager promptly if there are any concerns.
- I will undertake any relevant training.
- I will work in accordance with the charity's national policies and local operating procedures and those of external regulators or professional bodies.