

VOLUNTEER SERVICE

SUPPORT VOLUNTEER (YOUNG PEOPLE)

Service: EPIC Young People

Summary: Providing supported housing to 16 to 21 year olds with the aim of enabling them to become more independent and equipping them with the necessary lifeskills

Location: Different schemes in Camden, Hackney & Haringey

Some of the tasks this volunteer may be asked to do:

- Welcome new residents and help them to settle in;
- Maintain clear and effective methods of recording all contact with residents;
- Support residents to access education or work (e.g. helping them to complete application forms and research courses/careers);
- Support residents to sustain their tenancies (e.g. helping them to set up standing orders/direct debits to pay bills and reduce arrears);
- With, or on behalf of residents; liaise with Connexions advisors, benefits services, charitable organisations, housing management, etc;
- Give practical assistance, and participate in groupwork sessions, to help residents who are moving out;
- Attend relevant training as directed.

We are looking for someone who:

- Understands, and is sensitive to, the needs of vulnerable young people;
- Can work on their own initiative, as well as part of a team;
- Is organised, able to prioritise tasks and meet deadlines;
- Can communicate clearly and honestly.
- Works in an anti-discriminatory manner;
- Can work within EPIC Trust's key policies, including Health & Safety, Financial Regulations, Diversity & Opportunity and Code of Conduct.

Hours & Expenses: Ideally 2 to 3 days per week, with a hoped-for commitment of at least 4 months. We will pay for travel expenses to and from the workplace, and a contribution towards lunch expenses, as long as tickets and receipts are provided.