



## **VOLUNTEER PEER EDUCATORS:**

### **Role Description and person specification**

**Role title:** Peer educator (Polish, Romanian, Lithuanian language speakers)

**Salary:** Voluntary position

**Hours:** 2 – 3 hours/week (weekdays, in exceptional cases, evenings could be agreed)

**Location:** London

**Deadline for applying:** 12<sup>th</sup> of March, 2017

**Please be aware** that candidates have to attend a **recruiting meeting** on the **16<sup>th</sup> of March**, and mandatory training meetings on the 20, 27<sup>th</sup> March and 3<sup>rd</sup> of April, all taking place in our offices in early evenings, details TBC.

**To apply**, please email us with a CV and a short covering letter explaining your suitability for the voluntary role, and reason for applying to: **volunteering@eerc.org.uk**

If you are accepted, we will require 2 references.

### **BACKGROUND**

EERC provides voice and resources to disadvantaged, impoverished and excluded migrants from Central and Eastern Europe settled in London. That includes people who need advice and practical support to access services, who are unaware of their rights as EU citizens and migrant workers in substandard housing or at risk of homelessness, and other socially excluded or destitute migrants who need culturally sensitive help in a familiar language. EERC has been helping Eastern European (EE) migrants in London since 1984 and is the only specialist charity helping these migrants in areas of information, advice and advocacy provided to strict quality standards.

### **PEER EDUCATORS PROJECT**

The project is a comprehensive response to the needs of EE migrants who face disadvantage and/or are vulnerable due to lack of awareness of their rights and entitlements. The key emphasis of the project is on helping EE migrants maximise their income by finding better jobs or, if work is not a possibility, through claiming rightful welfare aid. This support aims to help prevent the risk of homelessness and destitution, thanks to which they are in a position to get involved with their communities and become better integrated as equal and respected residents.

The **key target group** are Eastern European migrants who are:

- Impoverished and at risk of homelessness or being evicted
- Unfairly treated, discriminated against or exploited by unscrupulous landlords as well as employers
- Unable to access better employment opportunities on grounds of poor language skills, poor IT skills
- Unable to access support services because of limited/ no English, lack of knowledge of the system and lack of confidence to approach statutory and/or voluntary services.

## **ROLE PURPOSE**

Our peer educators will offer one to one support and advice to our users.

**Key duties and responsibilities will include:**

- **Providing IT tuition** focusing on using internet for finding jobs and other opportunities,
- assisting our staff with **outreach activities** to target communities,
- providing **important feedback** for the monitoring and evaluation of the project
- occasionally, **delivering workshops/training sessions** for groups of users.

The **support** will be focused on:

- **teaching basic IT and online skills**
- **instructing our users how to navigate the UK work market culture,**
- **helping our users to apply for better jobs outside their social networks**
- **developing their confidence and promoting independence.**

## **TRAINING**

There will be a few initial training sessions in the most vital areas of our project:

- Training in **engaging with disadvantaged migrants** – our most disadvantaged users have very specific needs and you will be trained in how to deal with them.
- General awareness of **the UK benefit and immigration systems**
- **Active listening** and **effective communication** skills - how to deliver information to our users
- **Mental health** awareness – you will be trained by professionals on how to engage with people who may experience mental health issues.
- **We encourage and support our volunteers to further develop their skills and we provide additional training for our long-term volunteers in: presentation skills and facilitating workshops and public education events.**

We will be creating a dedicated volunteer training package that you can refer to, when needed. This will include: a volunteer kit, a list **of key skills** to be gained by the users, **goal setting form** to be used when starting the one to one relationship, **confidentiality guidelines, session report template.**

## **BENEFITS**

Our tailored training will help you develop **general skills for progressing in your career** and you will also **gain general knowledge on immigration matters, the benefits system, employment rights** and so on.

Apart from that, you will be developing **social, self-management and helping skills.** Moreover, **regularly scheduled training and workshops will be provided as a main form of support. We will give you the opportunity to continue to** learn techniques, background information, and content relevant to our users.

Supporting your national communities also comes with many **personal rewards** and also **valuable networking opportunities.**

Remember, in peer educator programmes the learning process goes both ways. We all learn from each other, the educator-learner roles are fluid, and every learner is a potential peer educator.

## **SUPERVISION**

Just as important as training, we will **provide full support and supervision** for our peer educators volunteers.

Peers will receive **group supervision** from the program coordinator and other staff on a monthly basis and **individual consultation** as needed.

All peer educators are encouraged to engage in our quarterly **Volunteer Forum meetings** that help us to gather your views, areas of development and, ultimately continue the growth of our charity.