

Volunteer Role Description: Support Group Co-Facilitator

Aim: To support and empower people affected by bipolar by co-facilitating a peer support group, either in person or virtually. The purpose of our groups is to bring people together to share experiences and support each other through inclusive discussion.

What does the role involve?

- Co-facilitating and running a regular Bipolar UK Support Group, through listening, empathy, and shared experience.
- Committing to regular attendance at the group (most groups meet monthly) and attendance all relevant co-facilitator training.
- Compliance with Bipolar UK policies and procedures, as described in the Support Group manual, including guidelines on confidentiality, boundaries, and safeguarding.
- Ensuring group paperwork and administrative tasks are up to date.
- Communicating regularly with the Bipolar Support Groups team.

Benefits of volunteering as a Co-Facilitator:

- Using your skills & experience to help others affected by bipolar whilst increasing your knowledge of living with and managing the condition.
- Being part of a team.
- Developing your confidence, organisational and facilitation skills.
- Opportunities to take on further training (subject to funding).

We are looking for volunteers who have:

- Have personal experience of bipolar, either having a diagnosis or having a close personal connection to someone who has, such as a family member or loved one.
- Excellent communication, teamworking, and organisational skills; including active listening, interpersonal skills, and ability to effectively time keep.
- Empathy, understanding, and the ability to relate to the needs of others
- Basic IT skills (Office 365, Zoom), for example: sending an email and setting up Zoom meetings
- Commitment to the principles and values of Bipolar UK and Bipolar UK Support Groups, and adherence to service guidelines and policy.

Responsible to: Bipolar UK Support Groups Team

Requirements: The role is subject to a satisfactory enhanced DBS check and references.
There will be regular review and discussion with Bipolar UK.

Bipolar UK will support you with

Support of and contact with a member of the Support Groups team, relevant training, pre-approved volunteering expenses, peer support for yourself and group materials and service information.