



jigsaw
south east

Supporting children
through the loss of a loved one

**WE ARE
MACMILLAN.
CANCER SUPPORT**

Volunteering with Jigsaw (South East)

At Jigsaw (South East) we rely upon volunteers to enable us to support the bereaved families who attend our groups and those facing the loss of a loved one through serious, life-threatening illness. Without volunteers, we would not be able to support the various fundraising events that enable us to provide these families with the support and strategies they need to cope in the future.

Volunteering gives you an opportunity to make a difference to people's lives in your community and can be immensely rewarding. As a volunteer, you will learn new skills and be able to use existing ones to help our charity run smoothly. Volunteering can also help develop your personal skills and confidence.

See below for an outline of three volunteer roles that we can offer.



Grief Support Groups Volunteer



You can be a **Grief Support Groups Volunteer**, providing support to our qualified Grief Support Workers (GSWs) at our six-week Grief Support Groups. These take place in East Grinstead, Reigate and Merrow (Guildford). You will be required to assist the GSWs delivering the various therapeutic activities we run at the groups - such as making salt jars, memory boxes and other craft activities, attending a candle-lit ceremony, releasing a balloon with a personalised message. Additionally, volunteers would be expected to serve teas and coffees, wash up, chat to and assist the families attending the groups as required. It entails a commitment of one evening a week for seven-weeks plus a Saturday.

Frequency of volunteering opportunities?

One evening per week (from around 6-9pm) for six weeks, plus a shorter briefing beforehand and one Saturday (usually 9am-5pm). Once or twice a year. We emphasise the need to volunteers to commit to all sessions.

Where?

East Grinstead, Reigate or Merrow (Guildford) - volunteers usually select one location

Training required?

Yes – subject to completion of an application form, an interview, two references and an Enhanced DBS check - Grief Support Groups Volunteers will also be invited to attend TWO half day training sessions on two Saturday mornings in Reigate. Following this, they will meet the team of GSWs that they will be working with at the Grief Support Groups. The training covers the following subject areas:

Session 1: Introduction to Jigsaw (South East) and an overview of the groups
Theories of grief and the impact of grief on families

Session 2: Communicating with young people and adults
Child protection, confidentiality and self care

Person specification

You do not need to have qualifications but the following attributes are essential/desirable:

Essential	Desirable, but not essential
Experience of bereavement	Ability to commit to seven evenings (6-9pm, including the Briefing) PLUS a Saturday (9am-5pm)
Ability to sympathise/emphasise	Experience with children
Excellent listening skills	
Ability to work in a team participating in activities	
Use of a car (our venues are not easily accessible via public transport)	
Ability to adhere to JSE's policies and protocols for safeguarding and confidentiality	

A Friend of Jigsaw



We are always on the lookout for volunteers who would like to help with fundraising events, collections, or represent Jigsaw and talk about our work at fairs and so on. Alternatively you could organise your own event to fundraise for Jigsaw (South East).

Frequency of volunteering opportunities?

This is on an 'on demand' basis according to our activities. Regular/typical options include:

- Working as volunteer race marshal/registration staff at the Hever Castle Triathlon weekend in September (two shifts, 6am-11am or 11am-4pm)
- Working as volunteer race marshal/registration staff at the Hever Castle Commando sports event during a weekend in November (two shifts, 6am-11am or 11am-4pm)
- Christmas collections/carol singing locally
- Serving cakes at Macmillan Coffee Morning-style events
- Helping to look after a stand at profile-raising events
- Corporate partner fundraising events
- Helping with one-off tasks such as serving lunches at the grief support groups

Where?

Wherever our fundraising activities are taking place – Surrey, West Sussex and surrounds

Training required?

No – to completion of an application form, an interview, two references as an Enhanced DBS check, Friends of Jigsaw Volunteers will be invited to meet staff at the East Grinstead office for an informal talk about the charity and potential activities

Person specification

There are no specific skills, experience or attributes to volunteer with us as a Friend of Jigsaw, but the following may be useful:

Essential	Desirable, but not essential
Ability to sympathise/emphasise	
Ability to work both in a team and individually	
Good communication skills	
Use of a car (our venues are not usually very easily accessible via public transport)	

Volunteer Administrator



We value the help of volunteers with administrative support in our East Grinstead head office.

Frequency of volunteering opportunities?

This is on an ad hoc basis according to our activities and prospective volunteers' availability. Typically, our Volunteer Administrators work for a few hours a week, conducting various tasks such as:

- typing letters
- filing
- inputting data
- organising the craft resources used at our Grief Support Groups
- Creating leaflets, posters and other marketing materials
- Analysing support or training feedback/evaluations

Where?

Jigsaw (South East) head office, East Court Mansion, College Lane, East Grinstead RH19 3LT.

Training required?

No – to completion of an application form, an interview, two references as an Enhanced DBS check, Volunteer Administrators will be invited to meet staff at the East Grinstead office for an informal talk about the charity and potential activities that they feel able to help out with according to how much time they are willing to commit.

Person specification

Essential	Desirable, but not essential
Ability to sympathise/emphasise	
Ability to work both in a team and individually	
Good communication skills	
Use of a car (our venues are not usually very easily accessible via public transport)	

What next?

If any of these roles appeal to you, please call 01342 313895 or email info@jigsawsoutheast.org.uk and request a Volunteer Application form