



## **Community Engagement Volunteer Role Description**

The new role of Community Engagement Volunteer (CEV) will be at the centre of Jigsaw South East's plans for the future.

We want to ensure that we increase our reach across our recently defined catchment and are able to support the children, young people and families who need our vital support.

The role of CEV will therefore assist with the following key areas:

- Presenting to schools, businesses and organisations across our local communities about our work and how we raise funds;
- Building recognition and awareness of our name and what we do;
- Assisting our Support Team to engage with Community Palliative Teams, Clinical Nurse Specialist Teams (particularly Cancer and Neurological Teams) and GP Surgeries to help us increase referrals to our service;
- Engaging with disadvantaged communities across our catchment who may be currently unaware of our support - we would like to focus on two areas (Crawley and Woking) and look to role out and recruit for other areas our service covers in the future (dependent on funding).

### **Training**

We will provide you with all of the information and training you need and you will join a vibrant and committed group of volunteers ensuring that children and young people across our communities will not be alone during their bereavement journey.

Jigsaw South East is committed to the wellbeing of our volunteers and we will provide you with the information and support you need to fulfil your volunteering role. You will have a named member of staff as a central point of contact, access to supervision where relevant and the opportunity to meet other Jigsaw South East volunteers on, at least, a quarterly basis.

### **Who we need:**

Jigsaw South East believes in the value of voluntary activity as an important component of the organisation in supporting children, young people and their families when facing or following the death of a loved one.

Jigsaw South East takes responsibility for ensuring that volunteers within its own organisation are appropriately involved, respected and valued for their contribution.

**We are looking for enthusiastic and passionate volunteers over the age of 18 (we will be looking to recruit under 18 Young Ambassadors shortly).**

**We are looking for volunteers with the following essential/desirable credentials and who can commit to at least one morning/afternoon a month. The volunteer agreement and commitment to Jigsaw SE will be reviewed after 18 months as we know that people's circumstances change.**

Essential	Desirable, but not essential
Ability to adhere to JSE's policies and protocols for safeguarding and confidentiality	Links to the local community
Excellent communication skills	Experience with children
Excellent listening skills	Knowledge of different religious and cultural beliefs around death and dying
Ability to work in a team participating in activities	Presentation skills
Experience of bereavement (personal and/or professional)	Use of a car or ability to travel to the two focused areas for piloting this role- Crawley and Woking

As an engager of volunteers Jigsaw South East is committed to a policy of equal opportunities. This principle will apply to service delivery, recruitment, promotion, training, facilities, procedures and all terms and conditions.

Volunteers will be expected to adhere to Jigsaw South East's Equal Opportunities Policy, a copy of which can be found within the Jigsaw South East's Volunteer Pack.

**We will require a clear DBS check and two references.**