

## **Support Group Volunteer Position Description**

**Support Groups offer a powerful space for connection, healing, and shared strength among survivors of intimate partner violence.** DAIS invites compassionate volunteers to help facilitate weekly support groups where survivors can feel heard, respected, and supported. As a Support Group Volunteer, you help foster a warm, inclusive environment by upholding group guidelines that ensure safety, confidentiality, and mutual respect for all participants.

### **GENERAL RESPONSIBILITIES:**

Support Group volunteers facilitate a weekly support group at DAIS. DAIS Support Group volunteers provide support, community referrals, and safety tips through facilitation of these groups. Advocates ensure that groups begin and end on time and follow the outlined support group format. Support Group volunteers must adhere to confidentiality, support group policies and procedures, and the agency's Code of Ethics.

### **SPECIFIC RESPONSIBILITIES:**

- Co-facilitate weekly intimate partner violence support group.
- Provide DAIS support group clients with direct support, community or internal DAIS referrals, as well as safety tips.
- Consistently report for and arrive on time for assigned shifts. Notify the Community Advocacy Manager of any need to be absent and attempt to find a coverage replacement (if available).
- Immediately report suspected or actual physical, emotional and/or sexual abuse of any child to DAIS staff on duty.
- Take the appropriate first steps in an emergency.
- Model non-violent conflict resolution and use non-violent forms of guidance.
- Be responsible for maintaining the order and cleanliness of spaces used for Support Group programming.
- Complete all paperwork as required.
- Communicate with the Community Advocacy Manager on a regular basis regarding your experience at DAIS, programming, etc.
- Be sensitive to your own emotional needs and do what is necessary to take care of yourself.
- Maintain appropriate boundaries with DAIS clients and their children.
- Do not arrive for your shift under the influence or in possession of alcohol and/or illegal drugs or use these substances while on DAIS premises.
- Perform other duties as assigned.

### **DAIS' RESPONSIBILITIES TO CHILDREN'S ADVOCATES:**

- Train volunteers in the skills necessary to effectively perform responsibilities in the Court Watch Program.
- Provide ongoing training and information.
- Be available for consultation and support.
- Provide reference letters and/or documentation of volunteer hours for employment and education purposes. Letters will be written based on the Community Advocacy Manager's knowledge of the volunteer's service and any documentation maintained in their volunteer file.

### **QUALIFICATIONS:**

- Must be at least 18 years of age.
- Must demonstrate informed sensitivity to the issues and experiences of domestic abuse victims and their children and must demonstrate an ability to respond effectively to people in crisis.
- Must successfully undergo a background check.
- Bilingual candidates are encouraged to apply.

### **TIME COMMITMENT:**

Support Group Advocates must be able to facilitate a weekly group for a minimum of 1.5 years. Each support group is typically 1.5 hours long, once a week, and facilitators reserve a minimum of a half an hour before and after each group to prepare for and clean up after group.

### **TRAINING:**

- Attend DAIS Essentials Training.
- Attend Court Watch Specific Training.
- Observation shifts required.