



Support Group Facilitator Position Description

Position Title: Support Group Facilitator

Position Type: Direct Client Services

Purpose: Volunteers will facilitate a support group at Peace House shelter with the aid of another facilitator. Facilitators may be required to pick support group topics and assist with organization of materials. Facilitators will work directly with individuals and families to provide support.

Location: Group Facilitators will be stationed at the Peace House shelter on their shifts. Offsite preparation may also be required.

Key Responsibilities:

- Facilitate Group a minimum of once per month
- Coordinate and organize support group curriculum with co-facilitator
- Communicate with staff and other volunteers about on-going facility, programmatic and client needs
- Understand and follow all agency policies and procedures
- Complete other tasks as assigned. Specific duties may be assigned to utilize the unique skill set of a volunteer.
- Documenting volunteer hours as instructed

Supervised By: The Volunteer Coordinator

Time Commitment: Shifts are 1-3 hours at a time; minimum of 1 shift per month.

Physical/Age Requirements: 18 years or older; able to climb stairs and lift 25 lbs

Qualifications: Training will be provided

Training Required: Minimum of 24 hours of domestic violence related training including volunteer orientation prior to start

Annual Training Required: 16 Hours of domestic violence training is required annually after the initial 24 hours of training

Dress Code: Casual