



## Volunteer role description

### Writing Group Volunteer- Head Room Café

#### Organisation

Jami is a mental health charity that enriches and saves lives impacted by mental illness in the Jewish community.

Since the start of the pandemic, demand for our services has grown exponentially. In 2021 we undertook a thorough review of the needs of the community, to develop a new strategy that will secure the Jewish community's mental health provision. The new strategy sets out a huge agenda for change in scale and provision, which will be developed over the next five years while we continue to run our diverse set of highly professional mental health services:

- Advice and advocacy
- Treatment and support
- Education and campaigning

Jami currently supports over 1,400 individuals, delivering almost 50,000 separate service interactions each year, and reaches thousands more people through education, seminars, work in schools and other organisations. Through our social enterprise community café, Head Room, we raise mental health awareness while delivering mental health support on the high street.

#### Role Purpose

We are looking for a writing Group Volunteer to support the Writing group facilitator in a weekly group at Head Room Café. Our writing group combines an opportunity for expression through writing with companionship and fun in a relaxed atmosphere. It's a lively group, which gets on average 10 people attending. The volunteer will be required to be at Head Room Café from 5:45-7:45pm on a Monday. Additionally, an extra hour a week for prep time with the Writing Group facilitator will be required. The role is predominantly made up of working directly with the community and will best suit someone who thrives on building connections, having conversations and cultivating relationships. Writers, students, teachers, artists, therapists and all those who value human connections and creative expression will find immense value in volunteering as a Writing Group Volunteer. Discover the joy of inspiring others and nurturing a community of writers at Head Room Café!

If you are unable to commit to weekly but can do at least once a month, let us know and we can see if we are able to build a rota with other volunteers.

## Role responsibilities:

- Assist the Writing group facilitator as needed during the session.
- Help host people, welcome them to the group and initiating conversations with people to help them feel connected and valued.
- New people – giving them welcome packs and explaining what we do.
- Helping set-up and set-down the space (moving chairs/tables, setting up materials, water, etc.)
- Distributing and collecting feedback forms and registration forms, supporting people to complete these if needed.
- Joining in the group, some of the best conversations happen when people are sitting alongside each other doing an activity.
- Document numbers of attendees, number of new attendees and the theme and content of the session and/or to take photos of the writing.
- Previous creative writing experience is not necessary but a spirit of curiosity about what creative writing offers and an ability to listen and learn with others is required.
- Interest in and experience of co-facilitating groups is desirable but not necessary.

## The person

For this role you will need to:

- Have an interest in and awareness of mental health
- Listening, communication and organisational skills
- Be reliable, trustworthy, and honest
- Able to represent Jami's values and lead through example
- Engage with training, support, and supervision when necessary
- Ability to get to the Head Room Café in Golders Green without complication

## We can offer you

- Full training and ongoing support from your manager
- Volunteering Handbook with further information regarding our volunteering policies
- Reimbursement of reasonable expenses
- Flexible hours

## What we need

- DBS check and two acceptable references
- 3-6 month commitment

## How to apply

To apply for the role, please email [Hannah.rosenberg@jamiuk.org](mailto:Hannah.rosenberg@jamiuk.org)

Jami is committed to safeguarding and we expect all our volunteers to share this commitment. We welcome applications from Jewish and non-Jewish volunteers and from across the full spectrum of the community.