



## Group Supporter Job Description

**Role Title:** Group Supporter

**Responsible to:** Area Coordinator

**Overall Objective of the Role:**

- To provide regular support to the Older Friends to a group of Older Friends
- To contact each Older Friend every 1-2 months and send a written report to the AC

**Role Criteria:**

Group Supporters need to –

- Have good communication skills
- Enjoy talking to people and relating to children
- Be over 18 years old
- Be able to provide a minimum commitment of 6 months
- Listen, support, and discuss the friendship of the Older Friend
- Support an agreed number of Older Friends depending on circumstances

**Duties and Key Responsibilities:**

- Work within The Project's code of conduct, work ethic and values
  - Be understanding to the Older Friend
  - Communicate effectively with the Older Friend and your Area Co-Ordinator
  - Be able to work in an open and honest way
  - Be reliable and consistent
  - Value, support, and respect each other
  - Confidentiality is of paramount importance
  - Work together for the good of The Friendship Project
  - Honesty and integrity
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- To be aware of and work within the Project's Rules and Guidelines maintaining confidentiality



the friendship project  
for children

Knowledge, Experience and Skills required:

- Some experience with Children or Young people, whether this be informally with friends or relatives' children or through work
- Good communication and listening Skills
- Able to maintain confidentiality
- Team player
- Trustworthy and able to build good working relationships
- Non – Judgmental approach
- Friendly and reliable

Expenses:

- Group Supporters can claim expenses for mileage, car parking and any expenses involved e.g., stationary, stamps, coffee for OF meeting