

Role	<b>Recovery College Tutor (Volunteer)</b> <b>'Expert by Experience' Role</b>
Purpose	<p>To create, deliver and co-facilitate recovery focused Recovery College courses and provide general study support to Recovery College students.</p> <p>Volunteer would be expected to draw upon personal and professional experience of mental health and health and wellbeing to research and design/create a recovery focused course to deliver/co-deliver every 3 months to a group of students at the college.</p>
Base	<p>Base: Glenfield Hospital site but on some occasions, volunteers may be asked to attend meetings and visits to other sites. On these occasions, good prior notice will be given.</p> <p>Leicestershire Recovery College deliver courses and workshops at their base address and at satellite venues across Leicester, Leicestershire and Rutland and tutors may be required to deliver in any of these venues in accordance with the needs of the communities.</p> <p>(Updated October 2021) The service is currently delivering all courses online and this may require the volunteer to have access and knowledge of IT, online platforms &amp; MS teams</p>
Hours	2 - 10 hours every 3 months
Reports to	Recovery College Operational Manager
Benefits of this volunteer activity	<ul style="list-style-type: none"> <li>• An opportunity to use lived experience of mental health problems in a positive and focussed way to support others.</li> <li>• An opportunity to facilitate recovery by promoting choice, hope and self determination</li> </ul>
Key tasks	<p>Tasks may include the following:</p> <ul style="list-style-type: none"> <li>• Assist in co-facilitating courses to students, working alongside clinical tutors and professional educators</li> <li>• To act as a learning advisor and provide appropriate learning support to students, including feedback, advice and information</li> <li>• To establish a supportive and respectful relationship with all contacts</li> <li>• Inspire and instil confidence in peers</li> <li>• Share coping, self-help and self-management techniques within the peer relationship.</li> <li>• Support students to identify and overcome fears, and challenge negativity</li> <li>• Facilitate access to community groups and networks to enable service users/carers and relatives to participate in community activities.</li> <li>• Have experience of one or more of the following: teaching, lecturing, training, coaching, mentoring, peer support or classroom assistance.</li> <li>• Use own initiative, personal experience, and role-related training in deciding on the approach required when delivering peer support.</li> <li>• Volunteer would be expected to draw upon personal and professional experience of mental health and health and wellbeing to research and</li> </ul>

	<p>design/create a recovery focused course to deliver every 3 months to a group of students at the college.</p> <ul style="list-style-type: none"> <li>• Be aware of the steps taken to safeguard the health everyone within the College, observing all relevant policies relating to the safeguarding of these individuals and self and attend relevant training enabling the individual to do this</li> <li>• Maintain strict confidentiality of all details of everyone at all times.</li> </ul>
<p>Exclusions</p>	<p><b>Volunteers are not expected to be involved in any of the following:</b></p> <ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>
<p>Person Specification and Requirements</p>	<p><b><u>Experience</u></b></p> <ul style="list-style-type: none"> <li>• Direct personal experience ('lived experience') of mental health problem either as a service user, carer or professional</li> <li>• Have experience of being in a supportive enabling role</li> <li>• Experience of managing and supporting your own mental health and wellbeing</li> <li>• Have experience of one or more of the following: teaching, lecturing, and training, coaching, mentoring, peer support</li> <li>• Experience of working with adults or young people</li> </ul> <p><b><u>Knowledge</u></b></p> <ul style="list-style-type: none"> <li>• Understanding of the impact of stigma and discrimination</li> <li>• Awareness of Equality &amp; Valuing Diversity Principles</li> <li>• Understanding of Confidentiality and Data Protection Act</li> </ul> <p><b><u>Skills</u></b></p> <ul style="list-style-type: none"> <li>• Ability to organise/prioritise own work schedule</li> <li>• Good communication skills including reading, writing, conversing in person and on the telephone.</li> <li>• Excellent listening skills and ability to interact in an emphatic manner.</li> <li>• Punctual and reliable</li> <li>• Able to work independently and as part of a team</li> <li>• Commitment to uphold trust core values and NHS policies</li> <li>• Good information technology (IT) skills including the use of e-mail, Microsoft office; Word and Excel.</li> </ul> <p><b><u>Motivation</u></b></p> <ul style="list-style-type: none"> <li>• Interest in volunteering</li> <li>• Enthusiasm for working with people and supporting people to improve their health and wellbeing</li> <li>• Willingness to support people with a range of needs to support their recovery goals</li> </ul> <p><b><u>Special Aptitudes</u></b></p> <ul style="list-style-type: none"> <li>• Able to work and communicate with a wide range of people</li> <li>• Confidence and ability to speak clearly on the telephone and in meetings including course/workshop sessions</li> </ul> <p><b><u>Qualifications</u></b></p>

	<ul style="list-style-type: none"> <li>• Qualifications are not essential for this role but a qualification in IT literacy related subjects and English are desirable.</li> </ul>
<p>Training and Support Needs</p>	<ul style="list-style-type: none"> <li>• Information Governance</li> <li>• Health and Safety</li> <li>• Infection Prevention and Control</li> <li>• Use of Personal Protective Equipment (PPE) (if required for the role)</li> <li>• Confidentiality</li> <li>• Safeguarding</li> <li>• Equality and Diversity</li> <li>• Local trust induction and orientation</li> <li>• Any other mandatory training as specific by the trust</li> <li>• Local Induction to the Leicestershire Recovery College</li> <li>• Access to regular supervision from a designated member of the Recovery College staff team</li> </ul> <p>A standard/enhanced DBS is required for this role. This is processed free of charge for volunteers.</p>
<p>COVID-19 Guidance</p>	<ul style="list-style-type: none"> <li>• In line with government advice volunteers must: <ul style="list-style-type: none"> <li>○ Be healthy, fit and well</li> <li>○ Be under 70;</li> <li>○ Not be pregnant;</li> <li>○ Not fall into one of the population groups that are considered to be more vulnerable to COVID-19 (<a href="#">list here</a>)</li> </ul> </li> <li>• All volunteers <b>must</b> be made aware of the need to stop volunteering should they feel unwell and to follow the latest government and NHS advice for the public especially regarding COVID-19 symptoms.</li> <li>• Training, guidance and induction to be provided via e-learning or virtual technology where possible</li> <li>• If required, volunteers must be trained in the usage, donning, doffing, and disposal of PPE in line with PHE guidance</li> </ul>