



CANADIAN MENTAL HEALTH ASSOCIATION – YORK REGION

VOLUNTEER PLACEMENT DESCRIPTION

Position Title:	Group Co-Facilitator – The Rainbow Group
Purpose:	Facilitate the Under The Rainbow Group, Support & Social Group for the LGBTQ Community
Reports To:	Program Manager - Community Connections
Location:	Aurora - Tuesdays 5:30pm – 8:30pm
Reviewed/Revised:	July 8, 2015

MISSION STATEMENT OF AGENCY

As a leader and champion for mental health, CMHA facilitates access to the resources people require to maintain and improve mental health and community integration, build resilience and support recovery from mental illness.

PLACEMENT SUMMARY

The program is a peer-led drop-in program that runs on a bi-weekly basis for anyone who feels that their sexuality and/or gender is unique. The program is facilitated by volunteers. It's a time to meet people and socialize. Activities are chosen together by volunteers and participants and include games, discussion topics and peer support.

RESPONSIBILITIES AND DUTIES

- Co-facilitates Under The Rainbow, support and social group for LGBTQ community
- Greet members as they arrive, make sure that they sign in and feel welcome and comfortable
- Welcome guests, give them a program schedule and keep members aware of program changes
- Provide orientation to new member
- Develop, support, and/or deliver groups as per unique skills and experience
- Introduces topics for discussion during groups
- Contributes to the development of the agency/program
- Responsibility for kitchen cleanliness, and informing supervisor when supplies are needed
- Adheres to CMHA's written volunteer policies and procedures
- Maintains confidentiality with respect to information about clients, family members, and others
- Be aware of health and safety procedures
- Informs supervisor of issues that might interfere with volunteer placement or performance of volunteer role

- Inform supervisor immediately of concerns regarding the welfare of clients
- Inform supervisor of issues that might interfere with the running of the program.
- Bring questions to staff as they arise
- Other duties as assigned by the Supervisor

QUALIFICATIONS

- Lived experience with Mental Illness
- Consider self as part of the LGBTQ community or an Ally
- Group Facilitation training is an asset
- Ability to deal with crisis situations
- Demonstrates good judgment skills
- Demonstrates good listening skills and patience
- Good organizational & time management skills
- Ability to work with limited supervision following orientation/training
- Willingness to assist peers & staff of the program
- Excellent communication skills, verbal and written
- Knowledge of Community resources
- Easily adapts to changing environment
- Cell phone an asset
- Able to work cooperatively with other volunteers

COMMITMENT

- Completion of relevant training as assigned
- Availability for day and/or evenings
- Minimum of one year commitment for a minimum of 3 hours per week
- Attend monthly facilitator meetings
- Monthly Activity Forms identifying volunteer hours will be completed and submitted to the supervisor for signature at the end of each month.

CMHA, York Region Branch supports the recovery of people with mental illness and promotes diversity in the workplace. We encourage consumers, women, aboriginal people, people with disabilities, and members of the LGBT, visible minority and immigrant communities to apply.

To request this posting in an alternate format or to request accommodation in the application process, contact us by email at nbrouillard@cmha-yr.on.ca

While we thank all candidates for their interest, only those selected for an interview will be contacted.