**Community Engagement Volunteer** Role Description

Prevention and Testing Team

## Purpose of the Role

Within this role, you will have the opportunity to connect with target communities throughout North East London through:

* remote and online community events
* the development of live webinars, HIV awareness workshops and other sexual health content
* becoming a champion within your own communities through facilitating outreach sessions (both remote and face-to-face, where appropriate)

You will report to the Community Engagement Lead and work with the Prevention and Testing Team.

You can also support our work as part of the GMI Partnership across London, providing HIV testing to gay, bi and other men who have sex with men, and migrant communities.

## Key Tasks and Activities

* Assisting in identifying and mapping out specific sub-groups of target populations at risk of HIV, with a particular focus on Black African communities and men who have sex with men.
* Actively promoting Positive East and working to recognise ways of engaging community members into relevant services
* Helping to educate around HIV awareness to promote good sexual health and increase the uptake of HIV testing
* Engaging community groups, businesses, charities, faith groups and other organisations who work with those at enhanced need in North East London
* Helping people find information on HIV and STI testing and other sexual health information (e.g. PrEP, PEP, contraception, etc.)
* Attending relevant workshops and training sessions
* Working within Positive East’s policies and procedures

## Training and Support

* General Volunteer Induction
* Outreach Training
* Regular supervision

## Benefits of the Role

* Gain experience of working in the charity sector
* Gain interpersonal skills that are useful in both professional and personal life
* Develop your knowledge and skills of HIV testing and prevention, including opportunities to help deliver HIV awareness workshops
* Receive ongoing support in conducting your role as well as continual personal development
* Develop computer skills, including database systems
* Be part of a vibrant network of valued volunteers at Positive East

## Compliance

* Comply with Health & Safety requirements relating to self and clients
* Comply with employing agency policies and procedures, particularly but not exclusively Confidentiality, Lone working, Child and Vulnerable Adult Protection, Boundaries, Outreach Guidelines, Clinical Governance Policy and Delivery Skills Guidelines.

## Personal Specification

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| **Requirements** | **Essential** | **Desirable** |
| No formal qualifications are needed | Checkmark outline |  |
| Confident use of English (both spoken and written) | Checkmark outline |  |
| A desire to engage the community regarding sexual health | Checkmark outline |  |
| Member of one of our target communities |  | Checkmark outline |
| Dedication and commitment to Positive East’s mission and objectives | Checkmark outline |  |
| An enhanced DBS Check is required for this Volunteering Role\*\* | Checkmark outline |  |
| **Skills and abilities** |  |  |
| A willingness to promote Positive East’s goals and objectives through outreach with community groups, businesses, charities, faith groups and other organisations in North East London | Checkmark outline |  |
| An interest in working with people from different backgrounds and cultures | Checkmark outline |  |
| An ability to work on your own as well as part of a team | Checkmark outline |  |
| Basic computer skills | Checkmark outline |  |
| Understand, respect, and maintain confidentiality | Checkmark outline |  |
| Good organisational skills and an ability to manage your own work | Checkmark outline |  |
| Understand and work within appropriate boundaries | Checkmark outline |  |
| Ability to record information clearly and accurately | Checkmark outline |  |

\*\* *Having a criminal record will not necessarily prevent you from volunteering with us but may depend on the nature of the circumstances/background of the conviction*.

## Hours and commitment

During the working week and outside “normal” office hours, including evenings and weekends.

**Required commitment:** Positive East expects a minimum monthly commitment of 7 hours, (usually 2 x 3 hour shifts, but this may vary) for a minimum of six (6) months once trained.

Once a session is scheduled and agreed to, attendance is mandatory unless for unavoidable reasons. **Unexcused absences without prior notice of 3 times will be grounds for dismissal as a volunteer.**

## Location

* Some of our workshops will continue to be delivered remotely through online platforms
* Various locations across East London where community groups meet
* Various venues across London (as part of GMI Partnership work) (optional)

## More information

For more information or to discuss volunteering opportunities please contact Positive East’s Volunteer Manager at **Maria.Kubler@positiveeast.org.uk**

## Other opportunities

We often deliver HIV testing in the same community settings that we deliver workshops and training sessions. If you would like to be trained to support us to deliver HIV testing, please let us know.