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**Group Host**

**Context**

Carers Northumberland is a registered charity committed to improving the lives of carers in Northumberland through provision of high quality support and information services.

Regular groups around Northumberland are valued amongst our carers. They enjoy being able to talk freely and without judgement while sharing experiences; as well as the social aspect of meeting friends, taking time out for themselves and having fun.

**What’s involved?**

* Preparing the meeting room, welcoming carers, ensure new carers are made to feel welcome and ensuring refreshments are available
* Facilitating discussions and where appropriate, referring carers and queries to the Information Team
* Recording data

**What are we looking for?**

* Chatty, friendly people who have a passion for supporting others
* The ability to make others feel at ease, welcome and valued
* Patience and sense of humour
* Good written and verbal communication skills, including listening and observational skills
* Reliability
* Understanding of confidentiality

**Hours**

Each group runs monthly, and lasts for one hour. You should be at the venue and available 30 minutes before an after each session, so you need to commit 2 hours each month. Additional training time may be required on an ad hoc basis.

**Location**

Locations vary throughout the North, South East and West of Northumberland and the volunteer must be prepared to attend training and monitoring meetings (reasonable expenses paid).

**Training**

Appropriate training will be given including confidentiality and equal opportunities, lone working and safeguarding as well as induction.

An understanding of the ethos and objectives of the charity in improving the lives of carers in Northumberland will be provided.