



Volunteer Facilitator

A volunteer facilitator provides support, care and acceptance to the families in the Bo's Place grief support program. Volunteers are placed as group facilitators in a child, adolescent or adult support group. Former group participants must wait 2 years after exiting group before enrolling in Volunteer Facilitator Training. Facilitators are expected to volunteer on a consistent basis for a minimum of one year, after assignment to a group. Facilitators report directly to the Group Coordinator assigned to his or her group. Questions and concerns during the volunteer experience should be addressed to the Group Coordinator, Volunteer Manager, and/or the Director of Volunteer Services.

Core Competencies of a Volunteer Facilitator

- Ability to manage or resolve conflict in group
- Ability to sit with uncomfortable feelings
- Commitment and reliability
- Empathic listening skills
- Respectful of personal/physical boundaries
- Willingness to learn/adapt

Requirements

- Must be at least 22 years old
- Attend an Interview & Tour at Bo's Place
- Pass an annual background check
- Complete online child abuse training every 3 years
- Attend weekend Volunteer Facilitator Training (offered twice annually)
- Complete a minimum of 4 observations of a group

Responsibilities

- Be on time and fully present for pre- and post-group meetings as well as one's assigned group session, twice monthly for the ongoing program or weekly for the time-limited groups. (approximately 3 hours per shift)
- Participate in the pot luck meal by bringing a dish to share with four to six people each group session.
- Adhere to Bo's Place dress code guidelines.
- Remain mindful of your role as a facilitator, not a participant, and refrain from sharing personal information with the families.
- Collaborate with a co-facilitator to ensure group runs smoothly.



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- Keep all information about Bo's Place families confidential to Bo's Place. Report any evidence of suicidal ideation, child abuse/neglect, or threat to harm oneself or others to the Group Coordinator immediately.
- Enforce all Bo's Place guidelines.
- Maintain appropriate boundaries with Bo's Place families and refrain from relationships and contact with families outside of Bo's Place.
- Establish and/or maintain an ongoing self-care practice, including utilizing pre- and post-group, in order to address one's emotional/psychological needs. Bo's Place desire is to nurture and support each volunteer while placing the needs of our families in the forefront; the Director of Volunteer Services reserves the right to intervene in cases in which the family's needs appear to be compromised.
- Attend a minimum of two Bo's Place continuing education events per year.
- Notify the Group Coordinator in advance of any absences, both those due to unavoidable conflict as well as those that are planned due to vacations or other commitments.
- Inform the Volunteer Manager of address, phone number and e-mail changes.
- Give the Group Coordinator and Volunteer Manager at least one month's advance notice before terminating volunteer work. The volunteer should participate in the two-part goodbye rituals established at Bo's Place.

For more information or to schedule an Interview & Tour, please email volunteer@bosplace.org or call 713-942-8339.



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