



Role Title	North Kent Mind CYP Volunteer
Responsible to	CYP Project Coordinator / CYP Service Manager
Department	Children and Young Person's Service
Hours	Part time, Variable
Location	Medway – local venues

Purpose of Role

This role is to support our delivery of group sessions to children and young people (CYP) as part of our wellbeing services for the Medway Therapeutic Alliance. This service supports young people between 5 to 18 years (and up to 25 years with special educational needs).

Structure of the Role

Volunteers are supervised by the Project Coordinator and CYP Service Manager. They must be flexible to work in several venues throughout Medway as required.

Travel expenses can be claimed in line with our policies and procedures.

Time and hours will be negotiated at the point of accepting a volunteer role. We ask for minimum commitment of 6 months.

A: Duties of the Role: General

These duties apply to all North Kent Mind volunteers, whichever service they work for:

1. To work within a framework which:
 - Abides by all the policies of North Kent Mind, including Equal Opportunities, Confidentiality and Health and Safety.
 - Promotes Social Inclusion, Empowerment, Well-being, and the Recovery Model.
 - Respects, encourages, and builds on individual clients' coping strategies, skills and autonomy.
 - Maintains good liaison with any other outside agencies as is necessary.
 - Promotes good joint working, links, and cross-referral with all North Kent Mind colleagues.
 - Adheres to the principles of the Social Care Standards as defined by the GCSI.
2. To participate in supervision sessions.
3. To attend training.

CYP Volunteer Role Description (May 2026)



B. Duties of the Role: Specific

Group Sessions Volunteer (opportunities available on Mon/Tues/Thurs/Fri between 9AM – 4:30PM)

These sessions will be normally 1 hour in duration, with a further half hour to allow for set-up and clear-up. Volunteers working in these sessions will support therapists with some aspects of the sessions they run. These include:

1. Support setting-up the room or digital activity prior to the session starting and clearing up at the end of the session as applicable.
2. Support staff to ensure a register of participants is kept.
3. Support staff to ensure all monitoring data is completed (e.g. the collection of pre/post well-being measures and collection of feedback from participants to improve performance).
4. Supporting the therapist with facilitating and arranging group sessions as informed by the pre-planned course materials or well-being models approved by North Kent Mind.
5. Dealing appropriately with any crises or incidents which occur.
6. Promoting, as appropriate, other North Kent Mind services.
7. Supporting and signposting young people to other relevant services as appropriate.
8. Ensuring young people are aware of, and abide by, the Code of Conduct.