



### **Your Role as Group Supporter**

**Role Title:** Group Supporter

**Reporting to:** Group Facilitator

**Main Aim:** To assist the Facilitator run the Sporting Memories Group.

#### **Tasks:**

1. To be available to help set up the group this may involve arranging tables/ chairs, banners and sporting memories resources.
2. To welcome everyone when they arrive at the venue.
3. To introduce yourself to the participants and their relatives.
4. Help new people feel relaxed by giving a brief description of what happens at the group, when the break can be expected, if there is tea and coffee, where the toilets are and any other relevant information.
5. Assist the group facilitator in ensuring the group runs in a friendly manner and from time to time assist in planning activities.
6. Join in with all of the group activities.
7. Assist new participants to feel a part of the group - by encouraging interaction where appropriate.
8. Assist in helping to ensure the break time runs smoothly this may include; preparing, serving teas and clearing away.
9. Ensure participants are aware of where the toilets are, this may include escorting to and from the door.
10. Assist the facilitator in ensuring everyone leaves safely.
11. Tidy up after the group has finished.
12. Attend volunteer training and support & supervision sessions.

#### **For more information contact:**

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