

**Position Description: Peer Mentor**

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| **Reports to:** | Peer Mentor | **Direct Reports** | Nil |
| **Position Details** | Volunteer  | **Date** | Feb 2024 |
| **Commitment** | Casual, as negotiated | **Location** | Various |

**About the Strong & Capable Co-operative**

Strong & Capable is a Co-operative of people with lived experience of disability, who have come together to take control of their lives by navigating life with disability and the National Disability Insurance Scheme.

By providing peer mentoring, we support the members of our community to lead a life of their choosing.

We are an equal opportunity employer who employs people who share our passion and/or commitment to supporting people living with disability to lead the best life they can.

**Our Values**

Community – Inclusivity – Collaboration - Innovation

**Position Overview**

The Peer Mentor is responsible for encouraging and empowering people with disabilities to increase their social and community activities by participating in activities together.

The Peer Mentor will be enthusiastic, innovative and think outside the box to support participants to find and participation in a range of activities .

The Peer Mentor, will support Strong & Capable Co-operative goals and social mission, including:

* Visit your participant on a semi regular basis, or as negotiated
* Provide companionship
* Provide opportunities for the participant to explore interests and enjoy life
* Supporting people with a disability to actively participate in social and community activities
* Share common interests with participant
* Record keeping
* Alert Program Coordinator to any concern relating to the participants situation
* Participating in community engagement & training activities
* Keep clearances and skills up to date

There is no manual handling or personal care involved with this role.

**Key Relationships**

The Peer Mentor will work closely with the Program Coordinator. You will need to be able to work both autonomously and as part of a small team.

Internal - Board, Management, and all staff.

External - Members and service providers.

**Volunteer Requirements**

* Commit to person cultural competency and the delivery of services.
* Be customer focused to have a positive impact on the disability community
* A current DHS Working with Children check, and National Police Check is required, or the ability to get one
* Position Descriptions and staff performance will be reviewed annually.
* Duties for this position should not be considered definitive. Duties may be added to, deleted, or modified in consultation with the incumbent as necessary.
* Out of hours work maybe required
* Access to transport or drivers licence is desirable
* Take reasonable care for your own health and safety and that of others
* Comply with any reasonable instruction from Strong & Capable, this may include training
* Report hazards & near misses
* Adhere to the Code of Conduct

**Knowledge & Experience**

Essential

* A genuine interest in contributing to the well-being of people with disabilities
* An understanding of the challenges facing people with disability
* Able to meet participants at various locations
* Innovative and creative problem solving skills
* Patience, kindness and commitment
* Respect participant confidentiality
* Ability to relate to people from various backgrounds or willingness to learn
* Willingness to undergo training as needed.
* Willingness to participate in community activities
* Promote and act as an advocate for the Co-operative where appropriate
* Willingness to use digital platforms to communicate as required

Desirable

* Skill or interest you are willing to share
* Lived experience with disability

**Statement of Commitment**

The Strong & Capable Co-operative believe that all vulnerable adults, and children and young people, have the right to be safe and feel safe and recognises that this is everyone’s responsibility. Strong & Capable has a zero tolerance of harm or risk of harm against children and young people.

Strong & Capable is committed to the cultural safety of Aboriginal and Torres Strait Islander community, children and young people, the cultural safety of children and young people from culturally and/or linguistically diverse backgrounds and to providing a safe environment for vulnerable adults, children and young people with a disability.

**Working culture**

Strong & Capable is a rewarding and purposeful not for profit, that will support you to be your best.

We are passionate about supporting everyone to lead the life of their choosing and this extends to our team, so we can deliver the best programs and services.

There are a range of benefits including:

* Training & development opportunities
* Supportive environment
* Set allowance for each 1:1 mentor session
* Recognition

We are committed to making sure Strong & Capable is an inclusive workplace. If you need us to make adjustments to enable you to apply and work with us, let us know.

*This Position Description is only descriptive of the type of duties to be undertaken by you during your employment and you accept the organisation may require you to carry out any duties which are within your skills and competence.*

*Acceptance of this contract means you also agree to adhere to Co-operative policies, procedures, guidelines and standards.*

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| **Volunteer Signature** | **Date** |
| **Manager Signature** | **Date** |