

## Volunteer Positions

### Autism and ADHD Support Service

#### Do you want to learn new skills and make a difference?

Family Action's Norfolk & Waveney ASD/ADHD Support Service is looking for **Project Volunteers** and would love to hear from you.

The Norfolk & Waveney ASD/ADHD Support Service aims to support families of children who have recently received a diagnosis of Autistic Spectrum Disorder (ASD) or Attention Deficit Hyperactivity Disorder (ADHD) or are on the waiting list for assessment and review.

We understand that having a child with additional needs can be physically and emotionally draining and the long wait for a decision can leave families feeling confused and isolated. Our aim is to provide families with information, support and practical advice on their child or young person's behaviour and wellbeing. To help families to remain resilient whilst they are waiting for their assessment and empower them to continue on a positive journey with their child or young person if a diagnosis is received.

The service aims to:

- Improve parent's understanding of the ADHD/ASD diagnostic process and the Neurodevelopment service pathways for children and young people that they are seeking to access.
- Help parents remain resilient whilst developing confidence and capacity to understand and support their child/young person's condition and support their healthy development.
- Help parents to support the child who has received a diagnosis with emotional support and practical advice.
- Provide opportunity for parents to meet and share experiences.

This support is offered in the form of regular or one off telephone support, home visits if required, regular friendly drop in sessions delivered virtually and face to face, courses for both pre and post diagnostic support, a Facebook page and information sessions.

We are looking to recruit volunteers ideally with some knowledge and understanding of ASD/ADHD and the effect this can have on a family, although training will be provided. Maybe you are a parent/carer or grandparent with lived experience and would like to help support other families at this difficult time, or maybe you know how it feels to be a little overwhelmed and would like to offer your practical and emotional support to other families in need.

You will have the opportunity to be involved in the delivery of the drop in support groups, assist in the running of the information sessions, and assist in the delivery of the courses for parents. You could 'befriend' a family by offering a telephone call every now and then or offer some administrative support, such as photocopying the materials for our courses.

## **We will offer you:**

- Access to in-house training
- A dedicated mentor
- Regular Supervision
- Support to co-facilitate groups
- Flexibility in your time commitment to the role
- Flexibility in the support you are involved in
- Team work
- Peer support and peer support groups
- Work experience
- The opportunity to volunteer in your local area

## **Role Description**

1. Support the project co-ordinator and family support workers to set up and facilitate groups, information sessions and coffee mornings, virtually or face to face and encourage engagement from service users.
2. Support service users in the management of challenging behaviour ie sharing strategies and techniques
3. Co-facilitate the delivery of our courses for parents..
4. Offer a 'befriending' service with no more than weekly phone calls to improve service user wellbeing.
5. To work in accordance with safeguarding policies and procedures alerting staff to any safeguarding concerns
6. To work in accordance with Family Action's Equal Opportunities Policy
7. To abide by all health and safety procedures in place.

## **You can offer us:**

### Person Specification

1. A commitment to the specific role you have undertaken within the project.
2. Basic understanding or experience of ASD and/or ADHD.
3. Ability to work as part of team and also on a one to one basis with service users.
4. Ability to empathize and empower service users.
5. Ability to uphold Family Action values of respect, empathy, equality and self-determination.

6. Ability to follow Family Action's confidentiality and data protection policy.
7. Ability to follow Family Action's safeguarding policy and procedure.
8. Willingness to undertake training and induction.
9. Willingness to take part in regular supervision.
10. Must be 17 years or over.

### **Additional Information**

- A DBS check will be required which will be paid for by Family Action.
- We will require two references to support your application
- We will meet with you to find out how you would like to be involved.

This volunteering opportunity offers the chance for individuals to develop their knowledge and skills around social care, supporting children with additional needs and mental health and will be especially valuable for those wishing to pursue paid work in the social care or education environment.

Many of our current Family Support Workers are parents of children with ASD and started their journey with Family Action as volunteers.

**Please e-mail the attached application form to [sonia.poulton@family-action.org.uk](mailto:sonia.poulton@family-action.org.uk) or call 01493 650220 or 01760 720302 if you would like to know more.**