

Volunteer Activity Leader Role Description

Role Title: Activity Leader
Location: tbc
Reporting to: Group Leader/ Regional Development Coordinator

About us

Established in 1875, GFS provides opportunities for girls and young women to have fun, make friends and build self-esteem, wellbeing and resilience. Volunteers run weekly sessions for girls and young women in safe, single gender, non-judgemental settings through positive relationships with female role models.

You can learn more about who we are and what we do on our website:
<https://girlsfriendsociety.org.uk/what-we-do/>

About the role

GFS Activity Leaders help plan and run activities, events and trips out for a group of girls and young women. Activities take place in a safe, non-judgemental, single-gender space where play and socialising are encouraged through positive relationships with female role models.

Most groups meet once a week for around 2-3 hours in the early evening during term time and for some, throughout the holidays. Sessions offer opportunities for girls and young women to play, be creative, get active, develop skills and a sense of belonging, and to feel good about themselves. It is a rewarding role with the opportunity to see girls and young women grow in confidence and develop their self-esteem.

We ask Activity Leaders to attend regular weekly sessions (around 2-3 hours) and occasional additional training or events. Training will be provided and additional support is available through a designated Regional Development Coordinator (RDC) and the Volunteer Support Coordinator (VSC) in GFS Head Office in London. Activity Leaders help with a range of tasks both during the sessions and in supporting the overall running of the group.

Activity Leader tasks

- Plan a programme of activities for the group together with the girls, young women and other volunteers using the GFS Programme and downloadable activities available on the website.
- Run weekly activities with girls and young women.
- Help set up and tidy up before and after sessions including preparing refreshments if needed.
- Assist with administration and finance tasks including collecting weekly subs, recording finances, and group fundraising events if needed.
- Assist with social media including posting photos and updates to the group's Facebook page.

- Assist with regular monitoring and evaluation activities to help GFS to measure and improve its impact on girls and young women.
- Assist with engaging and reaching new girls to join the group.
- Be an appropriate role model for girls and young women.
- Participate in an induction and ongoing training.
- Follow GFS Policies and Procedures.
- Complete and maintain personal information held with GFS e.g. contact details, training record, health information relating to your role.
- Help ensure safe working ratios of adults to girls and young women.

Benefits of volunteering

- Making a positive difference to the lives of girls and young women.
- You'll have the chance to meet new people, make new friends and be part of a community.
- Gain experience, learn new skills or develop your existing skills.
- Access to free GFS training opportunities.
- A skills-based reference after a successful period of volunteering.

Reimbursement of Expenses

GFS will cover any reasonable out of pocket expenses incurred for travel or for resources relating to the delivery voluntary work for the benefit of girls and young women.

What would make me right for this role?

- Enthusiasm for working with children and young people and valuing diversity.
- Share our vision of a world where all girls and young women fulfil their potential.
- Committed to safeguarding the welfare of children and young people, giving equal opportunities and valuing diversity in all people.
- Willing to undertake a DBS Disclosure, paid for by GFS, and provide contact details for two referees.
- Willing to undertake training and maintain competency in the First Aid and Safeguarding plus any additional regional training as needed to fulfil the role.
- Committed to supporting girls and young women to develop confidence and skills.
- Knowledge of and willing to lead on activities, crafts or games.
- Willing to help out and support the Group Leader where help is needed.

Due to the nature of the role this post is restricted to female applicants under the provisions of the Equality Act 2010

How to apply

Please fill in a Volunteer Registration form on the GFS website:

<https://girlsfriendlysociety.org.uk/get-involved/volunteer/> or contact the

Volunteer Support Coordinator on 0207 837 9669 for a paper copy. Once we've received your form, we will then be in touch about possible volunteering opportunities in your area.

GFS is committed to Equal Opportunities. Charity No: 1054310

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