

# CONVERSATION OVER BORDERS

## ABOUT US

**We are a community of volunteers, staff and displaced people supporting refugees and asylum seekers to thrive in their new lives in the UK.**

Our vision is more equal, connected communities, through reducing social isolation and ensuring that everyone the tools they need to succeed.

## WHAT WE DO

**English & Befriending Programme:** Our flagship programme brings together people seeking asylum with people living in the UK one-to-one to reduce social isolation, make friends and practice English. Our classes are run one-to-one online to ensure they are accessible to people across the country.

**Wellbeing Programme:** We offer online mental health support groups and one-to-one support for volunteers and displaced people. We encourage active participation and facilitation of the group sessions by people with lived experience of displacement.

**Digital Inclusion Programme:** To tackle digital exclusion, we repurpose donated phones, laptops and tablets and offer them with internet connection and digital training to refugees and asylum seekers across the UK. This works in conjunction with our other Programmes so that clients can access our online support, and stay connected to their friends, families and communities.

**Storytelling Programme:** We platform the voices and stories of displaced people through film, photography and writing. Through our current 'Refugee Heritage Project', run in partnership with Refugee Radio and National Lottery Heritage Fund, we are platforming refugee heritage stories through a documentary, podcast series and book, releasing at the end of 2022.

**Join our community to welcome people seeking sanctuary to the UK!**

# WELLBEING COORDINATOR

## PERSON SPECIFICATION

We are seeking an experienced, empathetic and organised **Wellbeing Coordinator** to join our team, heading up and expanding Conversation Over Borders' Wellbeing Project. This is a part-time, employed role, 16 hours per week, for an initial contract of six months, reviewed on the basis of performance and funding.

We are seeking individuals with the following skills, qualities or experience.

- **Lived experience of displacement** and/or **experience working with refugees & asylum seekers**
- **Excellent communication skills**, within the team and with clients with differing levels of English
- **Team management**
- **Comfortable working remotely**, communicating and collaborating online with the team
- **Independent and self-motivated**, able to suggest and implement new ideas for the project
- **Professional experience in mental health support** and/or good knowledge of wellbeing services
- **Experience facilitating** and/or **designing** psychosocial groups or workshops
- **Project Coordination** experience
- **Language skills** - desirable

We are an equal opportunities employer. If you feel that you would be a good fit for the team and you meet some, but not all, of the specifications above, please get in touch at: [info@conversationoverborders.org](mailto:info@conversationoverborders.org).

This role is subject to receiving two satisfactory references and a clear Enhanced DBS check.

## KEY ROLES

- Providing **1-1 check in and referrals / signposting** for clients and volunteers struggling with their wellbeing
- **Managing our team of Wellbeing volunteers**, providing monthly 1-1 supervisions and leading weekly team meetings
- **Designing and planning our online Wellbeing Support Groups**, with the support of the volunteer Wellbeing Facilitators
- **Collecting MEL data and testimonials** from the groups, with the support of the Wellbeing Facilitators and Project Manager
- **Building out referral pathways and partnerships** through regularly attending working groups and networking with other organisations providing mental health and practical support to refugees and asylum seekers in the UK

## BENEFITS

- £14 per hour, 16 hours per week
- A friendly, supportive and wellbeing-oriented team of people advocating for refugee rights
- Relevant training opportunities
- Home-based, flexible working
- Generous holiday allowance
- Team and volunteer socials

## TO APPLY

Email your CV and **either**

1. A cover letter of no more than 1 A4 page
  2. **Or** a video of no more than 2 minutes
- to Colette at [info@conversationoverborders.org](mailto:info@conversationoverborders.org) by midnight on 19th October. Please get in touch if we can make the application more accessible for you.