

Team Experience Volunteer Coordinator

Person Specification

Essential criteria

- Lived experience of mental health problems and accessing mental health services
- Understanding of the importance of service user involvement in service design, delivery and planning;
- Emotionally intelligent, able to build and sustain positive relationships;
- Ability to work with and empower others to achieve personal goals;
- Ability to participate and actively engage in meetings, workshops and training;
- Willingness to learn; work as part of a team and to help others;
- Good interpersonal, oral, written, numeracy and ICT skills; familiar with Outlook and other basic Microsoft packages
- A personal commitment to organisational excellence; displays honesty, integrity and a strong sense of ethics in all actions and decisions;
- Commitment to equal opportunities;

Desirable requirements:

- Practical experience of working with and supporting volunteers;
- Experience of delivering or managing a volunteer programme
- Good facilitation skills
- Experience of leading group discussions and delivering training sessions;
- Knowledge of mental health services and anti-stigma work in Fife
- Experience of working within the third sector;
- Relevant professional qualification and/or proven relevant experience;
- A valid driving licence and access to a car.