

# Information for People Interested In Becoming a BDP M32 Youth Group Project Volunteer

## 1. What is BDP?

### **Mission**

Drug and alcohol problems damage individuals, families and communities. Bristol Drugs Project is reducing harm, promoting change, challenging prejudice and maximising people's potential.

### **Project Ethos**

BDP is an independent agency, established in early 1986, delivering a wide range of accessible and confidential services to problem drug users, their relatives and friends, and to other professionals working with problem drug users. BDP deals with problems related to a range of drugs.

The term 'harm reduction' is central to BDP's work, and is defined as "a reduction of factors which inhibit personal, social and emotional functioning": these encompass an individual's health, relationships, and/or environment e.g. housing, financial and legal situation. In practice, this means that BDP will work with clients towards goals which are other than (but include) abstinence from drugs.

BDP does not promote any single method of treatment. We use evidence-based interventions to enable clients to achieve their goals.

### **Service Provision**

BDP provides services to residents in Bristol. BDP's catchment area includes a large inner city area and a number of large peripheral housing estates.

A wide range of services are provided by the project with the key objective of making BDP as accessible to the community as possible.

### **Equalities Policy and Code of Practice**

Bristol Drugs Project is fully committed to the active promotion of equality of opportunity and to anti-discriminatory practice in its capacity as an employer and as a service provider.

BDP recognises that oppression, disadvantage and discrimination exist in society, and that people often face multiple oppressions. BDP is committed to striving to eliminate these inequalities and aims to be fair, reasonable and just in all its responsibilities. BDP values the diversity of its workforce and service users and is working towards ensuring its service delivery and employment practices are of the highest possible standards.

BDP intends to ensure that no person, whether a job applicant, an employee, a volunteer or anyone seeking BDP's services, are not discriminated against, or will receive less favourable treatment, on the basis of age, class, colour of skin, disability, ethnic or national origin, race, responsibility for dependants, gender, HIV status, marital status, political or trade union activity, or whether they are lesbian, gay, bisexual or transgender.

## 2. What are BDP's M32 Youth Groups Project?

Young people whose parents use drugs and/or alcohol problematically may be affected in many different ways: they may have witnessed parents using alcohol and other drugs and feel guilty about talking about it; lack adult role models; have suffered trauma from time spent in Local Authority accommodation; be at increased risk of entering into alcohol or drug-use themselves; lack a sense of boundaries and responsibility; and suffer fears about a parent dying or their health deteriorating.

Our Youth Groups launched in 2010. They combine support with fun activities. Children and young people get time out from their families, in which to be children, enjoy themselves, and also talk about things that may be troubling them at home or at school.

**Branded the M32 Youth Groups:** it involves a monthly 11 – 16yrs group and a twice-monthly 5 – 10yrs group on Mondays.

## What do M32 Youth Groups' Volunteers do?

By becoming a volunteer you will play a part in helping young people to overcome some of the difficulties that they experience.

Tasks:

- To support the Youth Workers in developing a programme of activities
- To support the Youth Workers in delivering these activities
- To go out on mini-buses (you are not expected to drive these) to pick up young people from and return them to their homes or where volunteers have their own car they may be asked to pick up some children independently
- To develop positive supportive relationships with the young people attending the projects.
- To attend monthly supervision sessions
- To ensure that children and young people are kept safe during the groups
- To maintain good communication with line managers, especially regarding any child protection concerns for children and young people.

Additional tasks may include:

- Assisting with the preparation of food for the groups
- Assist with housekeeping- including washing up
- Using any skills that you have to take a lead on specific activities (e.g. arts and crafts etc.)

## 3. What is the requested time commitment?

**We ask volunteers to commit for a year, on a Monday.**

**M32 Youth Groups** run 4.45pm – 6.45 pm, we ask staff and volunteers to be available approximately **3.00 – 8.00 pm** to set-up/pre-brief and clear away/debrief and ensure that children are safely home. (NB - It will not always be requested for you to be available from 3pm every week).

	<b>M32 Project, Mondays</b>	
Week 1	5 – 10s (3pm – 8 pm)	
Week 2	10 + (3pm – 8 pm)	
Week 3	5 – 10s (3pm – 8 pm)	
Week 4	Group Supervision (5pm – 7pm)	

## Who can volunteer at BDP?

Anyone who is interested in supporting young people who are affected by their parents' drug or alcohol use. BDP is fully committed to the active promotion of equality of opportunity and to anti-discriminatory practice both as an employer and a service provider. We aim to have a volunteer workforce from a wide range of backgrounds, ages and experience.

If people have had experience of alcohol and other drug dependency we would welcome applications from them providing that they have had a minimum of two years problem alcohol and drug-free and living in their community. Individuals may still be vulnerable during this time and being exposed to active clients' issues may be unhealthy for people without a period of stability. Therefore we cannot consider people who have been in treatment, prison or on any substitute prescribing programme during the previous 2 years. If you or someone close to you has been receiving services from BDP within the last 2 years, please state this on the application form.

## 4. What abilities and commitment do we look for?

- Have enthusiasm for getting involved in different activities, and be able to pass that enthusiasm on to young people.
- Be reliable and consistent
- Have the ability and confidence to accompany a group of children and young people on the minibus journeys to and from the projects or to be prepared to use their own car to transport children and young people to and from the projects.
- Have the ability to respond appropriately in a crisis
- Be able to be part of a team of staff and volunteers.
- Attend all sessions of initial volunteer training.
- Attend regular group supervision / ongoing training, this currently takes place on the 4<sup>th</sup> Monday of each month, 5-7pm at 11 Brunswick Square
- Commit to volunteering for a minimum of 6 months.
- Be available to volunteer approximately 3-8pm on Mondays
- Respect and adhere to BDP's Child Protection, Confidentiality and Equal Opportunities Policies.

## 5. What Do Volunteers Get From BDP?

- You receive a maximum of eighteen hours of initial training over 4 evenings a week or two Saturdays (see attached letter for dates) maximum.
- We also offer an on-going programme of training once volunteers have started work. This includes a wide range of more specialist topics and are regularly publicised to volunteers.
- Volunteers are asked to attend our monthly supervision group, which will take place on the 4<sup>th</sup> Monday of the month.

## 6. What expenses are covered?

Your reasonable travel costs from home to BDP work place and return can be claimed. We can only pay travel costs **within the Bristol area**. If you need to travel from further afield, please discuss this at interview.

## 7. How to fill in the application form

We consider applications on the basis of your personal statement. Please refer to the bullet points in Section 4 to tell us what abilities and experience you have, and to demonstrate your commitment.

- Please do not substitute your CV for a completed application form - only completed forms will be considered.
- Make sure you complete the form clearly.
- Make sure you send your application in before the closing date and time (as we shall be shortlisting immediately for this role).

## 8. What happens at the interview stage?

After the closing date the application forms are read carefully to see how each person's skills and experience relate to the skills and experience we are looking for. Applicants who meet these requirements are then invited for interview.

The interview panel is normally made up of 2 or 3 people who will be asking set questions covering key aspects of the volunteering role. The questions are intended to allow you to expand on your application and to show us how far you meet the requirements of the post. The panel has to keep a record of their assessment of each candidate so that the reasons for their decision are clear, consistent and justifiable. You should not, therefore, be worried about the panel taking notes.

You will have the opportunity at the end of the interview to ask questions about what is involved in the volunteering.

If you are successful you will need to attend the training; **please see the covering letter that accompanies this information for forthcoming dates, and ensure that you are able to attend all the sessions before filling in the application form.**

**If you are unsure about anything on the form, or want more information about the Young People's Projects please phone Danielle Crampton or Lynne Jobbins on 0117 987 6009**