



Befriending Volunteer

Bramber Bakehouse is an award-winning charity, supporting women who have experienced abuse, exploitation or displacement with the confidence, knowledge and skills they need for a positive future. We deliver a trauma-informed programme, using baking as a therapeutic tool, in a safe, nurturing, inclusive environment. This is complemented by wellbeing and life skills sessions to equip women with the tools they need to improve their mental health and wellbeing. Women learn alongside each other, build community, and grow in confidence.

As part of our Graduate Progression Pathway we offer a Befriending Service to support women to increase their social connections.

We are looking for kind, caring and committed volunteers to provide weekly 121 distance befriending (via scheduled telephone and/ or online video calls) to matched graduates of Bramber Bakehouse, increasing opportunities for social connection, promoting health and wellbeing, self-confidence and independence.

Title: Bramber Bakehouse Befriending Volunteer

Commitment: Approximately 2 hours per week (includes weekly befriending calls & related admin)
Up to 16 sessions per befriending match
Calls take place Monday - Thursday 9am to 5pm for 30 minutes

Location: Home-based & best suited for volunteers living in Sussex

Reporting to: Progression Programmes Lead

To apply for this role:

- Read the Role Description below
- Complete our short online mentoring volunteer form at [vacancies](#)
- Complete our optional [equal opportunities online monitoring form](#). The information on this form will be treated as confidential and used for statistical purposes only. The form will not be treated as part of your application.

If you have any questions about the mentoring service, please contact

Dionne Widgerey, Progression Programmes Lead

07946 334180

befriending@bramberbakehouse.co.uk

Role Description

Key Responsibilities

- Make regular contact with a woman/women with whom you have been matched, building a relationship of trust and support
- Support and encourage women to access opportunities that increase social connection & health & wellbeing utilising local signposting resources
- Submit a befriending contact sheet, supplied by BB, after each scheduled call
- Participate in built-in reviews and evaluation supplied by BB
- Participate in 121 and volunteer group support via the Coordinator
- Uphold Bramber Bakehouse's vision, culture and values and abide by the policies and procedures provided through our volunteer training and handbook

Person Specification

Qualities, Skills & Experience Required

Essential

- Must be female aged 18+
- Able to build relationships and work positively with team members and other women
- Organised and reliable
- Excellent communication skills
- A good standard of English at Entry Level 3 and above
- Good IT skills (for emails, completing online forms, basic online searching)
- A warm and friendly attitude
- An understanding, empathetic and non-judgemental approach
- A clear sense of professional boundaries

Desirable

- Experience working with women survivors of trauma
- Experience of working with ethnically and culturally diverse communities
- Knowledge of local area and services

Other Requirements

- Has reliable access to a telephone, laptop/ device and internet
- Be willing to commit to the befriending programme for 12 months
- Can provide details of a suitable reference
- DBS standard check (carried out by Bramber Bakehouse)



Training & Support

- All volunteers are required to attend mandatory Volunteer Induction Training prior to commencing the befriending role
- Ongoing volunteer support will be offered either in person, via telephone or online
- Volunteers will receive regular email updates and access to volunteer resources
- Reimbursement of out of pocket expenses such as phone calls and travel costs (where required and with proof of receipt)

Key Dates

Application deadline:

5pm Friday 17th January 2025

Online interview:

Either Tuesday 4th or Thursday 6th February 2025

Online training:

10 - 11.30am on Thursdays 20th, 27th March & 3rd April 2025

Applicants are required to attend all 3 sessions

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