

Volunteer Mentor

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.

Flourish 121 Mentoring is part of Bramber Bakehouse's Progression Programme, and offers participants continued support, guidance and encouragement that gives them confidence to grow.

Title: Volunteer Mentor

Commitment: Approximately 2 hours per week (includes mentoring calls + related admin & support)
Up to 12 sessions per mentoring match
Calls may take place Monday - Thursday, between 9am to 4pm for up to 60 minutes

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

Reporting to: Progression Programmes Lead

To apply for this role:

- Read the Role Description below
- Complete our short volunteer application form at [vacancies](#)
- Complete our optional online equal opportunities 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, please email recruitment@bramberbakehouse.co.uk

If you have any questions about Flourish 121 Mentoring contact

Dionne Widgerey, Progression Programmes Lead

07375 675269

mentoring@bramberbakehouse.co.uk

Role Description

We are looking for kind, caring and committed volunteers to join our existing team, to provide regular 121 distance mentoring (via scheduled telephone and/ or google meet video calls) to their match. Mentors provide a consistent relationship of trust and support, offering guidance and encouragement that gives women confidence to grow.

Key Responsibilities

- Commit to regular contact with a matched mentee for 12 sessions
- Develop a boundaried relationship of trust and support with the mentee
- Support and empower the mentee to take steps forward on their personal growth journey
- Submit a session form after each call ensuring any safeguarding concerns are raised
- Engage with the Programme Lead and 121 volunteer support provided
- Participate in built-in mentoring mid-way & exit reviews
- Uphold Bramber Bakehouse's vision, culture and values and abide by the policies and procedures provided through volunteer training & support

Person Specification - Qualities, Skills & Experience Required

Essential

- Must be female aged 21+
- Able to build relationships and work positively with team members and other women
- Organised and reliable
- Good communication skills
- Good standard of English
- Good IT skills (i.e. accessing emails, video calls, session forms, virtual training & resources)
- A warm, friendly and encouraging attitude
- An understanding, empathetic and non-judgemental approach
- A clear sense of professional boundaries
- An interest, experience and insights into personal growth and development topics
- Have a good support system in place for own needs

Desirable

- Knowledge and experience of working with women survivors of trauma
- Experience of working with ethnically and culturally diverse communities
- Experience of coaching & mentoring relationships

Other Requirements

- Able to attend volunteer training, reviews and support meetings as required
- Access to a telephone, laptop/device and reliable internet connection
- Access to a confidential private space free from distractions to carry out mentoring calls
- Willing to commit to volunteering for 12 months
- Provide details of a suitable reference
- Completed a basic DBS check (carried out by Bramber Bakehouse)

Training & Support

- Volunteers are required to attend an online induction training programme (3 sessions)
- Volunteers may be required to participate in additional training and support during the placement
- Ongoing volunteer support is provided by the Programme Lead via telephone, video and email
- Reimbursement of out of pocket expenses such as travel costs (with proof of receipt)
- invitation to attend annual Bramber Bakehouse Team & Community Events