



Auckland
**Women's
Centre**

Job Description – Volunteer Questioning Facilitators (x2)

Background: Questioning is a multi-session support programme for women at the beginning stages of feeling same sex attraction. The group started in 2011 and has run once a year since then, facilitated by Cissy Rock and Ellie Lim up until 2017 when Cissy continued as sole facilitator. This programme has been born from love and commitment to the Lesbian, Bisexual and Queer women's communities and it is now time to pass this precious vessel on to new facilitators. As our agency has previously used all the avenues of funding available for this group, they are unfunded volunteer positions.

Objectives of the Role: The purpose of this position is to co-facilitate the Questioning group on a volunteer basis.

The positions will start by being trained by the amazing Cissy Rock during this year's questioning sessions. Applicants must be available for the following dates and times:

Sunday 9 September, 10am – 4pm
Tuesday 18 September, 7pm-9pm
Tuesday 25 September, 7pm-9pm

The roles will then continue in 2019 as co-facilitators of the Questioning programme. Times, dates and duration to be negotiated with the Auckland Women's Centre Community Education Coordinator.

Role Description:

1. To work collaboratively and harmoniously with the co-facilitator to facilitate the Questioning group, a multi week support programme for women who are new to same sex attraction
2. To understand that this is a support and learning group but not a therapy group
3. To provide a safe, confidential and caring learning environment
4. To cover topics related to same sex attraction

5. To be sensitive to learners religious, cultural, age and social needs
6. To encourage participants to talk, share and participate fully in the group
7. To manage group dynamics in a supportive, encouraging non-shaming way
8. To provide participants with opportunities to link to events /groups in the Rainbow community
9. To bring in guest speakers from the Rainbow Women's community when appropriate/necessary to provide another "voice" or to further information on particular topics
10. To develop a participant directed/learner centred outline for the sessions
11. To complete all AWC tutors paperwork including weekly attendance register, and participant and tutor evaluations
12. To liaise with the Community Education Coordinator post completion of the course to review, evaluate and implement participant feedback
13. Work with the group and learners demonstrating care and respect for each participant and each participants stage in the journey
14. To remain friendly to participants and encourage their communication and connection with each other
15. To allow participants to express their differing opinions while maintaining a respectful environment
16. To retain professional, non-sexual, non-romantic boundaries when relating to participants and to uphold that the group remain non-sexual and non-romantic in their relationships with each other for the duration of the course
17. When problems or issues come up within the group, to work with the group to resolve the conflict and return to the goals/focus of the session
18. To recognize when group dynamics change and to actively move the group to a healthy dynamic
19. To co-create ground rules with the group at the first session to help create a safe space early on
20. To promptly address, intervene and disperse disruptive behaviors in a kind and non-shaming way
21. To be able to summarise chunks of information for clarity and understanding

Reporting:

- For any issues arising in the duration of the programme the Questioning facilitator reports to the Auckland Women's Centre, Community Education Coordinator.

Key relationships:

The Volunteer Questioning Facilitators will build and maintain excellent relationships with:

- The Co-facilitator of the Questioning group
- The Community Education Coordinator
- Group participants
- The Manager of the Auckland Women's Centre

Person Specifications:

- A lived experience of being an openly Lesbian/Queer/Bisexual/Gay woman
- An openness and positive attitude to all identities and ways of being in the Rainbow community
- An understanding and commitment to intersectional feminism
- Knowledge and understanding of the various factors which can impact on the lives of rainbow women, both positively and negatively
- Facilitation skills and / or experience in leading small groups
- Excellent verbal communication skills and strong interpersonal skills
- Experience in the community sector and / or rainbow community
- Reliable, empathetic, non-judgemental
- A commitment to the Centre, its philosophy and its work
- An awareness of Te Tiriti o Waitangi and its implications for community groups
- Excellent organisational skills

This job description has been agreed to by:

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| <p>Leonie Morris Centre Manager Date:</p> | <p>Volunteer Questioning Co-Facilitator</p> <p>Volunteer Questioning Co-Facilitator</p> |
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