



Creative Writing Group Volunteer Role Description

Role	Creative Writing Group Volunteer
Responsible to	Creative Writing Group Leader
Time Commitment	4 hours per month (2 hours for the session, 2 hours for prep)
Role purpose	To enable Survivors Network members to access the Creative Writing Group for recovery and wellbeing by assisting the Group Leader with administrative and technical support, as well as helping to monitor the wellbeing of the group.

Main Tasks

Your tasks will include:

- Supporting the Group Leader with admin tasks such as: sharing reminders with the mailing list and updating the register each week
- Coming up with creative writing prompts
- Monitoring the chat facility
- Monitoring the wellbeing of participants and responding as appropriate
- Contributing to discussions when appropriate

Training will be provided.

General Expectations

All volunteers at Restored are expected to:

- Work at all times with the best interest of Restored in mind.
- Maintain Strict confidentiality at all times
- Be an active part of the Restored team: prayer, and maintaining good relationships is essential.
- Ensure that any action or comments made on behalf of or representing Restored will not cause the organisation's name to be sullied or assist in bringing the organisation's name into disrepute.
- Ensure that the work undertaken within Restored is in accordance with its policies and procedures.

Restored's Vision and Mission

We have a vision of:

A world where women live free from the fear of violence.

We have a mission to:

To **speak up** about the realities of violence against women and girls, and to **equip the Church** to stand against domestic abuse and **support survivors**.

The Restored Survivors Network

The Restored Survivor Network was founded in 2015 and began with six women sharing their experience and receiving regular information about domestic abuse, recovery and biblical reflections. As the network grew, it became apparent that women had recurring questions about their experience, how to recover and their faith. These questions formed the outline of the Survivors Handbook, which provides expert advice for survivors and those who are supporting them.

Today, the Survivors Network has nearly 1000 women engaging at different levels and offers the following services:

- Fortnightly emails and host an archive of articles and blogs for survivors to access as they need.
- Recovery Courses
- Peer support network via the Eve app
- Annual retreat
- Moments of light - a weekly reflection online

The Survivors Network is led by a member of the Restored Staff but is only possible thanks to the overwhelming generosity of volunteers.

Restored's Values

We follow where Jesus leads -

seeking justice, walking humbly and showing compassion

We have courageous hope -

believing every story can change

We nurture safe community -

bringing people together to learn, grow and share stories.

We challenge and change culture -

working relentlessly to see equality.

Team Leader

In order to keep a clear line of communication and support you will have a **Team lead** who will be your first point of contact and will meet with you as needed.

Your Team Leader

Creative Writing Group Leader (Rachel Mills)

Supervision

Working with survivors can come at a personal cost. Restored wants to ensure the well-being of its team and will provide bi-monthly group supervision.

Personal experience of domestic abuse motivates many people to volunteer to support other women who are experiencing it, and we recognise the redemptive nature of this. However, it is very important to have reached a level of recovery before it is wise to expose yourself to other stories and potential triggers.

This role is a support role and requires a level of professionalism that allows you to separate your own experience from the work you are doing and the people you are communicating with.

Expenses

Restored will cover any necessary expenses, but these need to be discussed with and approved by your team lead in advance. For

accounting purposes, it is important to keep receipts for reimbursement purposes. Expenses should be submitted by the end of the month they were accrued in and are usually paid on the 14th of the following month.

Training

Restored will provide induction for the role and in-house training. Further training may be provided as part of the development of the role, subject to funding availability.

Hours

The Creative Writing group meets on the first Monday of each month from 7 - 8:30pm, and we would ask volunteers to commit to the majority of sessions.

Other hours will include a couple of hours each month for administrative and technical support as described above.

Person Specification

Essential qualities:

- Christian Faith
- An understanding of domestic abuse (training will be provided)
- Good communication skills
- Good boundaries
- An ability and willingness to follow guidelines and work within a framework
- IT capable - (training will be given)
- Creative with an interest in writing - able to come up with creative writing prompts

Desirable qualities:

- Confident use of Zoom or similar software
- Previous experience in the DA sector
- Previous experience working in pastoral care or support