

**Scottish Faiths Action for Refugees**

**Volunteering Opportunity Edinburgh**

---

<b>Title of Volunteer Post:</b>	Edinburgh Weekend Club Planning Team Member
<b>Organisation:</b>	Scottish Faiths Action for Refugees (administered by the Church of Scotland, Scottish Charity Number SC011353)
<b>Date:</b>	October 2016
<b>Main Purpose:</b>	To contribute to the Edinburgh Weekend Club initiative through the planning and delivery of the project and its objectives.

---

**We are looking for 8 enthusiastic and dedicated individuals from different faith, religion and belief backgrounds who would like to shape and develop an integration project for refugees, asylum seekers and new migrants in Edinburgh.**

**Overview**

The Edinburgh Weekend Club is a new initiative that seeks to respond to the social isolation experienced by many refugees, asylum seekers and new migrants arriving in Scotland. The club's purpose is to foster the integration of refugees, asylum seekers and new migrants in Edinburgh by creating an atmosphere of welcome. By providing a relaxed and fun environment the Edinburgh Weekend Club enables its participants to meet new people, build friendships, improve their English and learn more about Scottish culture and history.

As a group of volunteers, and with the Refugee Project Development Worker, you will be part of the Edinburgh Weekend Club Planning Team, where your role will be to plan and deliver a series of Weekend Club events making a real and lasting difference in people's lives.

Through the Weekend Club initiative you will have the opportunity to make a unique contribution to helping refugees, asylum seekers and new migrants; to meet people from different cultural and religious backgrounds; receive expert training on interfaith, intercultural and refugee matters; participate in engaging activities and trips; apply skills in event planning and organisation and gain new skills.

## **Main Duties**

Every volunteer will be expected to:

- Participate in an initial meeting for volunteers to learn more about the project and to start to work together as a team
- Attend a training session covering issues around safeguarding, intercultural dialogue and the background to asylum, refugee and migration issues
- Contribute to the planning of Weekend Club events through regular meetings and email and telephone communication.
- Take part in and help facilitate Weekend Club events
- Support and get to know fellow volunteers as well as participants in a friendly, respectful and open manner
- Offer the input of particular skills, knowledge of experience (as discussed at interview)

## **Commitment**

As the Edinburgh Weekend Club is in its infancy, time commitments are open to change based on take up from users and the capacity of volunteers. However, for the first six months we are asking all interested volunteers to commit to attending:

- An initial volunteer welcome session
- A training and briefing session (to begin with 4 hours)
- 2 planning sessions per month (approx. 1.5 hrs each)
- 1 weekend club per month (i.e. working on the weekend or evening) (approx. 5 hours each)
- Previously agreed mid-week activities (e.g. promotion of the work, further planning etc.) (to be discussed)
- 1 review/feedback meeting a month (approx. 1 hour)

## **Expectations**

As a volunteer you should expect:

- Support and leadership from the Refugee Project Development Worker, including clear instructions and information about dates / times for meetings and commitments well in advance
- Purposeful meetings which are kept focussed – with a clear agenda and that everyone is aware of outcomes and actions
- Opportunities to share your ideas and opinions, and for your contribution to be acknowledged and appreciated
- Training and briefing so you can bring your skills and talents to support the project in the most effective way
- Reimbursement of travel expenses for meetings and events

**Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Skills, abilities, knowledge and qualities</b>		
Understanding of forced migration/refugee/asylum issues		√
Experience of working with refugees, asylum seekers or new migrants		√
Basic understanding of, sensitive towards and respectful of, different faith groups and cultures	√	
Ability to relate to people from a wide range of backgrounds, nationalities and cultures	√	
Experience in organising and facilitating events/sessions/trips		√
Good and respectful communication skills	√	
Very good team worker as well as keen to work under own initiative	√	
Commitment and enthusiasm for creating a safe and fun environment for individuals to relax and thrive in	√	
In sympathy with aims of the Weekend Club and the work of Scottish Faiths Action for Refugees	√	

If you are interested in this opportunity please contact Sabine Chalmers with further questions or send in the application form by the **18<sup>th</sup> of October 2016**. Interviews are likely to be held w/c 24<sup>th</sup> of October 2016.

Sabine Chalmers  
 121 George Street  
 Edinburgh  
 EH2 4YN  
[Schalmers@churchofscotland.org.uk](mailto:Schalmers@churchofscotland.org.uk)  
 0131 225 5722

We are only looking for 8 volunteers, who would bring a diverse range of skills and understanding to the Planning Team. As such it may not be possible to appoint all suitable candidates; there will be other ways for volunteers to support this initiative and to help asylum seekers, refugees and new migrants in Edinburgh, and so if you are not selected to help for this project, we will still like to keep in touch with you to let you know about future opportunities.

For more information on Scottish Faiths Action for Refugees visit [www.sfar.org.uk](http://www.sfar.org.uk).