



# METRO ASSOCIATES WELCOME PACK

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## Welcome!

Thank you for your interest in becoming a METRO Associate. In this pack you will find all the information you need to register for the scheme and start supporting us to make a difference in the lives of vulnerable adults and young people.

So much of the work we at METRO do to support people around gender, sexuality, identity and diversity is made possible by people like you volunteering time and effort to make that difference.

You are joining a growing number of people who are part of METRO Associates, our professional volunteering and supporter programme aimed at providing mutually beneficial opportunities to use your voluntary time well and to network with other like-minded people.

Our commitment to you is to keep you informed about and engaged with the programme and that you enjoy being a METRO Associate. We are grateful for your interest and support and dedicated to supporting you, so just let us know if there is anything you need.

## Introduction

METRO is a leading equality & diversity charity, providing health, community & youth services across London & the South East & national & international projects.

METRO promotes health, wellbeing and equality through youth services, mental health service and sexual health & HIV services; including counselling, group work, youth work, advocacy, sexual health screening and peer mentoring, as well as support for victims of same-sex domestic violence and LGBT hate crime. We are also conducting the biggest national survey of young LGBTQ people in England, [Youth Chances](#).

METRO works with anyone experiencing issues related to gender, sexuality, diversity or identity. Our four main user groups are LGBTQ, young people, people living with HIV and African people.



## Statement from Scott – METRO Associates Lead Director

*METRO has grown exponentially over the past few years, and in deciding it was time the world knew who we were, we wanted to reach out to other professionals in a way that allowed them to become involved with and strengthen our work. Fundraising is important, but we wanted our Corporate Involvement Programme to do more.*

*METRO Associates is a set of like-minded, skilled professionals who make METRO more by lending a hand to projects that interest them or even by teaming together with other Associates to start their own METRO-sponsored projects, be they in their community or work place.*

*METRO's success is founded on innovation. In the Associates, we feel we have found an innovative way to foster creativity between ourselves and other sectors to the benefit of our communities.*

*We are excited to see how METRO Associates develops and look forward to welcoming you to our Associate team!*

**Scott Lupasko**

**Director of Counselling and Peer Support Services**

## What is METRO Associates?

The aim behind METRO Associates is to build a professional volunteering network to provide specialised assistance with special projects. We want to recruit volunteers from a range of industries to provide skills that we don't have in-house or that we don't have enough of, such as legal skills, IT based skills, design and creative skills.

Long term this programme will also be looking to expand into the METRO Community Works program. The aim of this initiative is to create more local based community projects, encouraging METRO representatives to make a change and to do some good within their local communities.

Associates will be kept up to date with developments and will also be invited to attend networking events and opportunities, as well as fundraising activities.

We are currently working with a number of organisations including IBM, KPMG, BP and Standard Chartered Bank to recruit Associates and in some cases to help steer the programme. Individuals are then encouraged to sign up to join the scheme and advise what skills they can provide and in many cases individuals are supported to engage in a number of ways including being sponsored for their time.



## How does it work?

It is a very straightforward process. Once you have signed up as an Associate you will receive all information and notices about projects that need support. Once a project is initiated internally at METRO, a communication is sent out to all METRO Associates, advising what is required for the project and asking for someone with the relevant skill to volunteer. It is entirely up to you to decide when and if to offer your time – giving you the freedom to be guided by your own interest.

When you express an interest you will be contacted directly with more information and to make arrangements for the work to be carried out.

## How do I sign up?

At the end of this document is a copy of the sign up form. It encourages you to give details of the skills and interests you have which we can then use to match you with projects where appropriate. You can send this form back to us directly to [Patricia Durr](#) who will acknowledge receipt and make contact.

## What type of skills do I need?

The skill range can be very wide and the ones listed in the application form are not comprehensive. If there is a skill you have that you would like to share or you think may benefit then by all means let us know about it and we can see how we can incorporate you into the work we do.



## Past Projects

**METRO HIV Peer Support Consultation:** Associates helped us organise the day and draft a sector-endorsed report to be distributed as a lobbying tool for the direction of future services

**METRO Relocation:** one of our METRO Associates has drafted the layout of our new clinic room in Greenwich. The room is being developed from scratch having been built originally as a men's toilet before being used as a storage room for the Greenwich West Community and Arts Centre. Once complete it will provide space for up to six members of staff to work from, and will provide dedicated clinic space for Pitstop + sexual health clinics and can be used as a mentoring space.

**METRO Youth Chances :** one of our METRO Associates has provided legal advice on findings from our national research project, Youth Chances. The advice centred on use of the data both within our own reporting but also its use by other and gave us clarity around UK and European Data Protection legislation. It has really helped the team plan the final version of the findings and related policy documents.

**Influencing and Networking:** METRO Associates have recently played a valuable role in raising their voices to help ensure that key METRO and sector-wide HIV Prevention services continued during this difficult period of change in NHS and Public Health commissioning.



## METRO Associates Sign Up Form

|  |                          |                                   |                          |
|--|--------------------------|-----------------------------------|--------------------------|
| First Name:  |                          |                                   |                          |
| Surname:   |                          |                                   |                          |
| Email Address:   |                          |                                   |                          |
| Organisation:  |                          |                                   |                          |
| Job title:   |                          |                                   |                          |
| <p>What three skills do you think you can most offer as a METRO Associate volunteer? Please tick three most appropriate from the list below:</p> |                          |                                   |                          |
| Legal  | <input type="checkbox"/> | Graphic design                    | <input type="checkbox"/> |
| PR   | <input type="checkbox"/> | Research                          | <input type="checkbox"/> |
| Creative solutions   | <input type="checkbox"/> | IT                                | <input type="checkbox"/> |
| Training   | <input type="checkbox"/> | Finance                           | <input type="checkbox"/> |
| HR   | <input type="checkbox"/> | Statistical reporting             | <input type="checkbox"/> |
| Events planning  | <input type="checkbox"/> | Time management                   | <input type="checkbox"/> |
| Marketing  | <input type="checkbox"/> | People management                 | <input type="checkbox"/> |
| Business analysis  | <input type="checkbox"/> | Business management               | <input type="checkbox"/> |
| Public Policy  | <input type="checkbox"/> | Influencing                       | <input type="checkbox"/> |
| Campaigning  | <input type="checkbox"/> | Health policy & practice          | <input type="checkbox"/> |
| Social care policy & practice  | <input type="checkbox"/> | Education/Youth policy & practice | <input type="checkbox"/> |
| <p>Other (please list)</p>   |                          |                                   |                          |
|  |                          |                                   | 7                        |



|   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| What areas of METRO’s work interest you most. Tick as many as appropriate:  |                          |   |                          |
| <b>Sexual Health</b>  | <input type="checkbox"/> | <b>HIV</b>                                | <input type="checkbox"/> |
| <b>Mental Health &amp; Wellbeing</b>  | <input type="checkbox"/> | <b>Youth Services including education</b> | <input type="checkbox"/> |
| <b>Equalities</b>   | <input type="checkbox"/> | Events                                    | <input type="checkbox"/> |
| Fundraising   | <input type="checkbox"/> | Research                                  | <input type="checkbox"/> |
| Please tick here to subscribe to receive METRO’s e-news bulletin  |                          |   | <input type="checkbox"/> |
| <p>You can email or post the form to us at METRO:<br/> <a href="mailto:patricia@metrocentreonline.org">patricia@metrocentreonline.org</a></p> <p>Patricia Durr<br/>                 Head of Communications &amp; PR<br/>                 METRO Vauxhall<br/>                 N106 Westminster Business Square<br/>                 1-45 Durham Street<br/>                 SE11 5JH</p> |                          |   |                          |
| Thank you for your interest & your time.<br>We will be in touch shortly.  |                          |   |                          |