



National e-PrEP Programme

e-PrEP Volunteer Role Description

The time required for this volunteering opportunity is:

Approximately 3-4 hours every 2 weeks over the duration of the project

Initial training commitment:

Initially 4 x 0.5 day training sessions within the first two months including project background and overview, HIV prevention knowledge, PrEP information and online and face-to-face behaviour change intervention techniques.

Description of Role – The e-PrEP volunteer group facilitator's principle duties are to help develop and deliver an effective Latin American focused online PrEP programme funded by PHE (Public Health England) in collaboration with a small group of volunteers, a Film Maker and the Project Lead. This will include promoting the programme, holding PrEP conversations and participating in PrEP online videos, discussions and other online PrEP social media activities. During this time, you will have to report back to the project lead for supervision and debriefing.

During this time e-PrEP volunteers will undertake and/or assist in the following duties:

- Deliver online and offline e-PrEP interventions
- Commit to a full 12 month program, involving training, one-to-one and group sessions.
- Attend planning and design sessions with other volunteers, Film Maker and Programme Lead to develop a national e-PrEP programme.
- Attend training sessions around HIV/sexual health knowledge, PrEP and PrEP interventions.

- To actively participate in meetings with other volunteers, Film Maker and Project Lead.
- Negotiate with staff and volunteers to make appropriate referrals where necessary
- Participate in telephone debriefings and, when necessary, supervision with Project Lead.
- Work within METRO's principles and frameworks.
- Adhere to and promote METRO's Equal Opportunities policy
- Adhere and work to METRO's agreed policies regarding confidentiality, operational policy, Information Governance etc.

The following skills, experience and/or qualifications required for this opportunity are (E)ssential or (D)esirable:

- Identifies as Latin American (E)
- Some previous knowledge of HIV and/or PrEP (E)
- Understanding of some of the socio-cultural factors around sex, sexual health and HIV affecting Latin American communities. (E)
- Professional, non-judgemental approach to sex and sexual health (E)
- Excellent listening skills (E)
- Excellent communication skills (E)
- Willingness to attend regular supervision (E)
- Willingness to attend all training as required (E)
- Reliable and punctual (E)
- Highly competent **or** fluent in Spanish and/or Portuguese (E)
- Good Sexual Health, HIV and PrEP awareness (D)
- Experience of communicating with a diverse range of people (D)
- Experience working with volunteers (D)
- Experience support work or behaviour change work (D)

The areas of interest and types of activity which best fit the voluntary opportunity on offer are:

X	Area Of Interest	X	Type of Activity
	Animals		Administration
	Art and Culture	X	Advice work
	Children		Architecture and building work
	Disability		Art
	Disaster relief		Befriending
	Domestic violence		Business and management
X	Drugs and addiction		Campaigning and lobbying
X	Education and literacy	X	Caring
	Elderly		Catering

	Employment	X	Community Work
	Environment		Computers and technology
	Families		Counselling
X	Gay, Lesbian, Bi and Trans-sexual		Driving
X	Health, hospitals and hospices		Entertainment
	Heritage		Finance work
	Homeless and housing		Fundraising
	Human and Civil rights		Hostel work
	International aid	X	Languages
	Legal Aid and Justice		Legal work
X	Mental Health		Marketing PR and Media
	Mentoring		Music
	Millennium Volunteers		Practical work & DIY
	Museums		Retail & Charity shops
	Music	X	Teaching and training
	Politics		Board of Trustees/ Management Committee
	Prisoners and ex-offenders		Under 16 volunteering
X	Race and Ethnicity and Refugees		
X	Religion		
	Sport and outdoor activities		
	Women's Groups		
	Youth		

The volunteer recruitment and selection procedures used are:

Application form	X	Police checks/DBS Disclosure	X
Induction	X	References	X
Formal interview	X	Trial period	X

Age/gender restrictions	Volunteers must over 18.
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The following conditions apply to this volunteering opportunity:

Details of out of pocket expenses provided for this volunteering opportunity	<i>Travel expenses paid for all volunteers. Meal expenses for sessions 4 hours plus. Receipts must be provided.</i>
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Details of induction, supervision and support offered to volunteers	<i>Sexual health/HIV knowledge and group facilitation training, are provided Volunteers must attend regular supervision as agreed.</i>
Details of what insurance is provided for volunteers both on and off the premises	<i>Volunteers are covered under our "Employers Liability Insurance" whilst representing The Metro Centre Ltd on or off the premises.</i>
Details about any training offered to volunteers, both informal and/or any accredited training	<i>As above</i>

Volunteers with Additional Support Needs

METRO is committed to equality of opportunity and diversity to those in the community with Additional Support Needs such as learning difficulties, mental health issues, physical disabilities and long term illnesses.

METRO Charity understands that involving volunteers with Additional Support Needs is dependent on the level of support required and the organisation's ability to meet these needs.

Signed:	Date:
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