



Employment Support Mentor

Role Title	Employment Support Mentor
Where/Project/Team	Windmill Hill City Farm
When does it start	ASAP
Commitment(Days and Times)	<p>Various days and times including Wednesday afternoons fortnightly from 2-3pm</p> <p>We expect you to meet your mentee for at least one hour per week and attend the fortnightly job clubs (Wednesday afternoons 2-3pm)</p> <p>8 week minimum commitment</p>
Purpose of the role	<p>Windmill Hill City Farm and Richmond Fellowship are developing a partnership to deliver an employment service for people mental health issues in Bristol as part of Bristol Mental Health Employment Service. Our new service will provide individuals with the opportunity to build employability skills and become able to job seek independently, and be supported to enter volunteering and other services.</p> <p>The project will involve 8 week work placements and a fortnightly job club. The work placements will provide structure and meaningful work to people to help develop specific employment and core personal skills that will help individuals towards finding work. The job club will provide practical support and resource sharing opportunities to help individuals seek employment.</p> <p>We are looking for a volunteer to support individuals involved in the project with their job search skills. This role will enable individuals to develop experience and skills in looking for work and help them become work ready.</p>
Main activities/ tasks	<ul style="list-style-type: none"> • Support individuals with job searches, CV writing, and applications at monthly job clubs. • Meet individuals in between job clubs on the farm to provide advice and support with the employment search process. • Develop an understanding of an individual's needs and aspirations and monitor these in partnership with the Health



	<p>and Social Care Team.</p> <ul style="list-style-type: none"> • Provide moral and practical support to individuals involved in the project.
Reporting to	Lizzie Spencer (Volunteer Coordinator) and Sam Lloyd-Smith (Health and Social Care Operations Manager)
Support and training	<p>We will offer you:</p> <ul style="list-style-type: none"> • Initial induction • Regular supervision, support and training where appropriate to develop your own skills base in the areas you would like to focus on. • Volunteer meetings with the opportunity to socialise with fellow volunteers and discuss project development <p>The role will provide you with the opportunity to support individuals with mental health issues to find employment and help develop the new project partnership.</p>
Skills, Experience and Qualities You Need	<ul style="list-style-type: none"> • Good communication and active listening skills • Ability to relate to a diverse range of people. • Non judgemental attitude and happy to support people from all backgrounds. • Some experience of working with adults with mental health issues. • Experience of employment searching and providing advice and support on best practice in the employment search process. • A friendly, welcoming and inclusive approach. • Ability to work effectively as a member of a team. • An understanding of confidentiality <p>This is an ideal role for someone who would like to develop experience of supporting individuals with mental health issues in a community organisation.</p>
For more information, contact:	<p>Lizzie Spencer Volunteer Coordinator lizzie.spencer@windmillhillcityfarm.org.uk 0117 947 1181</p>