



Peer Support Group Facilitator

March 2025

Peer Support Group Facilitator

Dear Applicant,

Thank you for applying for the post of **Peer Support Group Facilitator** with Mind in Kingston. Below you will find further details about the post, including a job description and person specification, and also how to apply.

About Mind in Kingston

**We are Mind in Kingston. We fight for mental health.
For support. For respect. For you.**

Mind in Kingston is a Local Mind Association and an independent, community mental health charity. We fight to make sure that everyone with a mental health or emotional issue locally has somewhere to turn for advice, respect, kindness and support.

Founded in 1972, we are well respected as a user-led organisation that delivers quality wellbeing and recovery-focused services, and campaigns on mental health issues to influence change. Lived experience is at the heart of everything we do, and we work alongside our local community to reduce mental health stigma and discrimination.

As a leading charity for mental health in the Borough of Kingston upon Thames, we work in partnership with many stakeholders to meet the needs of people with mental health issues, their families, carers, and wider support networks in the borough and beyond. Mind in Kingston is an independently funded charity affiliated to the national Mind; a partner of Southwest London Minds; and a member of Mind in London.

We provide a diverse range of community support offers - including prevention services, therapeutic interventions, advocacy, peer support, groups activities, outreach events, mental health training and campaigns to influence change. We work closely with other organisations to ensure we deliver high-quality and impactful services to people in the local area.

Our team is passionate about improving mental health and wellbeing, often due to their own experiences, whether personal or professional. We offer our team a safe and non-judgmental space to work, encourage their participation in the development of our charity, and have a strong ethos of openness, diversity, dignity, respect and inclusion for all

Our Vision and Mission Statement

Our Vision:

We won't give up until everyone experiencing a mental health problem gets both support and respect.

Our Mission:

- Our mission is to advance the views, needs and ambitions of people with mental health problems and to challenge discrimination and promote inclusion.
- We will influence policy and promote equal rights through campaigning and education.
- We strive to develop innovative quality services which reflect expressed need and diversity.
- In all our work we promote our vision and core values.

Our Aims:

Our overall aim is to improve the mental health of people in and around the Borough of Kingston upon Thames by providing a range of services that offer support, advice, information and signposting. We also promote better understanding and raise awareness of mental health issues, as well as reduce stigma.

We do this by:

Empowering: Enable people to make informed choices about their lives

Improving services and support: Involve people to have their say, be involved or lead initiatives that improve the quality of lives of those experiencing, recovering or at risk of mental health problems

Acceptance: Enable people to cope with, manage and improve their own mental health and allow them to be themselves

Enabling Social Participation: Provide access to fulfilling activities and valued roles in their community

Trusted Networks: Provide safe and trusted services when people are most vulnerable

Removing Inequality of Opportunity: Improve awareness and understanding of mental health needs in the borough

Values:

Open - We reach out to anyone who needs us

Together - We're stronger in partnerships

Responsive - We listen, we act

Independent - We speak out fearlessly

Unstoppable - We never give up

We strongly believe in involving our beneficiaries in our services and adhere to these principles in all our work. Beneficiaries:

- Are involved in the development, management and improvement of our services
- Are treated with respect and dignity
- Have their strengths, as well as needs, acknowledged
- Receive support in determining their choice of services
- Are treated fairly and without discrimination

In addition, the following principles underpin all our work:

Autonomy: both for the charity which is independent and for those who use our services that we respect 'self-governance'

Equality: Embracing diversity and ensuring equality of opportunity for all

Knowledge: for service users to make informed choices and the charity to offer sound and up to date information as well as informing decision makers on many areas relating to mental health and what service users want and experience

Active participation: recognising, supporting and using the skills of people with lived experience of mental health needs

Respect: working with an empathetic, non-judgemental and a person-centred approach to deliver services

For further information about the charity, please visit www.mindinkingston.org.uk.

About this role

Mind in Kingston have been Commissioned by Royal Borough of Kingston to deliver a Mental Health and wellbeing service to ensure people who are experiencing mental health difficulties can access, timely information, advice and support.

The service consists of the following elements:

- Information, Advice & Guidance Signposting & Referral service
- One-to-one support
- **Peer Support groups**
- Drop in Café (s)
- Mental Health Awareness Training
- Counselling
- Champions for Change

The Peer support groups are a time-framed peer support programme which support individuals in a group setting to build connections, share their experiences, and develop coping strategies. to be accessible to people experiencing mental health difficulties.

You will join a friendly, dedicated team that works hard to support people with mental health issues in their own community, and you will have access to training and support.

Please note all roles are subject to funding.

Application Guidance for Candidates

Thank you for your interest in applying for a role at Mind in Kingston. Before applying, please ensure you carefully read the application pack, particularly the job description and person specification, to understand the requirements of the role.

To be considered, please submit the following documents:

1. **Your CV** – This should outline your relevant experience, qualifications, and key achievements. Please ensure your full name & contact details are included.
2. **Confirmation of Right to Work in the UK** – All applicants must provide evidence of their legal right to work in the UK. This may include a passport, visa, or other official documentation. This will be requested at Interview.
3. **References** – Please provide details of two referees, including their name, job title, and contact information. References will only be contacted if you are successful following the interview stage.
4. **Supporting Statement** – Your supporting statement should be no more than two sides of A4 and should clearly demonstrate how you meet the criteria outlined in the job description and person specification.

We encourage applicants to use the **STAR method (Situation, Task, Action, Result)** to structure their responses. This approach helps ensure clarity and impact by describing a specific situation, the task you were responsible for, the action you took, and the result achieved. This method provides concrete evidence of your skills and experience.

As we work with **vulnerable adults**, all successful applicants will be required to undergo an **Enhanced DBS** check before starting their role. You will be asked to provide identification such as a passport, driving license, and/or utility bill as part of this process.

Due to the high volume of applications, we regret that we are unable to provide feedback to candidates who are unsuccessful at the application stage.

Please ensure all documents are submitted by the stated deadline. We look forward to receiving your application.

Please send your covering letter, CV and references to:

Louisa Valentine, Executive Assistant @ : HR@mindinkingston.org.uk

Should you wish to discuss the role prior to submitting an application please email Chennel Lawrence, Director Of Services @ : chennel@mindinkingston.org.uk

Applications and interviews timeline:

Applications closing date Sunday, 20th of April 11:59pm

Interviews will take place on Wednesday 30th of April & Thursday 1st of May

Job Description:

Job Title:	Peer Support Group Facilitator
Salary:	£23,917 (Pro Rata), 3% pension contributions..
Hours of work:	7hrs PW hours FT (some flexible working to include evenings and weekends as required)
Location:	Community-based and online sessions, Hybrid, with regular attendance at central Kingston office and local service delivery sites across the borough
Responsible to:	Mental Health & well Being – Service manager

Length of Contract: Permanent, please note all roles are subject to funding.

1. Job Purpose

The Peer Support Group Facilitator will be responsible for coordinating and delivering structured peer support Group sessions for individuals experiencing mental health challenges. The role involves facilitating group discussions, ensuring a safe and inclusive space, and supporting service users to build connections, share experiences, and develop coping strategies. The successful candidate will be an empathetic and experienced facilitator, committed to empowering individuals through peer-led support

2. Main Duties and Responsibilities

Group Facilitation and Delivery:

- Plan and deliver weekly peer support group sessions, ensuring a structured and supportive environment.
- Facilitate group discussions, encouraging active participation while maintaining inclusivity and respect.
- Use trauma-informed approaches to support individuals in sharing experiences and developing coping strategies.
- Manage group dynamics effectively, ensuring all participants feel valued and heard.

Engagement and Outreach:

- Promote the peer support groups to encourage service user participation.
- Work closely with other teams and services to ensure seamless referrals into and from the peer support programme.
- Support the delivery of drop-in café sessions and collaborate with volunteers in group settings.

Monitoring and Evaluation:

- Collect and document service user feedback to evaluate group effectiveness.
- Maintain accurate records of attendance, group activities, and any concerns raised.
- Contribute to service reports and programme improvement initiatives.

Person Specification

Essential Experience & Knowledge

- Lived experience of mental health challenges or experience working with individuals with lived experience.
- Experience facilitating group discussions
- Understanding of peer support principles and the importance of lived experience in recovery.
- Excellent interpersonal and active listening skills.
- Ability to create a safe and inclusive environment for participants.
- Strong group management skills with the ability to handle sensitive topics and group dynamics.
- Good organisational and time management skills.
- Ability to work independently and collaboratively as part of a wider team.
- Commitment to upholding confidentiality and professional boundaries.

Desirable Skills and Experience:

- Training or qualification in group facilitation, mental health, social care, or related fields.
- Experience working with volunteers
- Knowledge of safeguarding policies and mental health is the best practices.

Specialist Skills/ Ability/ Knowledge

- A commitment to diversity, equity, and inclusion, with a passion for advancing social justice and mental health equality.
- IT is proficient particularly within Microsoft 365 environment.

Communication

- Effective communication and interpersonal skills (written, oral, digital)
- Ability to communicate appropriately with a wide range of people and build relationships.

Personal Qualities

- Able to build strong working relationships.
- Passionate about mental health and committed to supporting individuals in need.
- Empathetic and compassionate, with a non-judgmental approach.
- Passionate about mental health and the power of peer support.
- Resilient and able to manage challenging group situations.
- Positive and proactive attitude towards empowering individuals.
- Flexible and adaptable to the evolving needs of service users and the organisation.

Prior to Appointment

All posts:

1) Enhanced DBS check ☐ 2) Employment References ☐ 3) Right to Work in the UK ☐