

Alzheimer Society of Manitoba
Support Group Facilitator Volunteer Job Description

The Support Group Facilitator facilitates and/or co-facilitates a regular and ongoing support group for care partners of those caring for someone with Alzheimer's disease and related dementias. The Support Group Facilitator will welcome participants to the group each month, encourage participants to share and support one another and manage challenging group dynamics that may arise. The Support Group Facilitator will report to the staff supervisor to report group attendance, challenging situations and/or to debrief support group dynamics on a monthly basis to Client Support Coordinator and Group Lead. The Support Group Facilitator will provide care partners a safe environment for them to share experiences relating to caring for someone with dementia, this will be accomplished by ensuring all participants have time to share, listening and validating care partners experiences.

Duties and Responsibilities:

- Create a welcoming, safe and inclusive environment for participants to feel comfortable and safe to share in
- Set up/take down the support group room and abide by site host rules and regulations
- Manage challenging group dynamics if/when they arise
- Facilitate interactions amongst group members to promote peer support
- Maintain client confidentiality
- Maintain accurate client attendance records and report same to staff supervisor
- Report challenging situations to staff supervisor for support and debriefing
- Respond to email and correspondence from Alzheimer Society Supervisor in a timely fashion
- Direct participants back to ASM client support team as needed for 1-1 support. Relay accurate information relating to dementia
- Attend volunteer training throughout the year and attend education sessions as required

Time Commitment:

- One or two support group meetings per month approximately 2.5 hours
- Attend annual volunteer training approx. a ½ day
- Attend 3 ASM education sessions throughout the year to maintain up-to-date information
- Ideally volunteers will be able to provide a minimum of 1-year commitment

Skills and Qualifications:

- Good listening and communication skills
- Ability to encourage all participants to share and to encourage participants to offer support to one another
- Professional training in a related field an asset (health care related field and/or personal experience caring for dementia)
- Bilingual an asset

Orientation and Training:

- Alzheimer Society of Manitoba Volunteer Training and Orientation
- Shadowing support groups to see a variety of facilitations styles
- Attending annual volunteer update sessions and on-going education offered by ASM

How to Apply:

Vist <https://alzheimer.mb.ca/you-can-help/volunteer/> to download and fill out the application form.
Once completed please send to:

Sarah Dueck

Client Support Coordinator and Group Lead

Email: SDueck@alzheimer.mb.ca

Mail: Alzheimer Society of Manitoba

120 Donald Street

Wpg, MB R3C 4G2