

Support Group Leader Role Description

SRUK support groups offer ongoing support to anyone affected by scleroderma and or Raynaud's, their family, and friends.

We have support groups across the UK that enable people to come together to discuss and share issues around living with these conditions. Each group is run by a support group leader who maintains contact with all members. Support group leaders are all volunteers who have some experience of these conditions themselves.

Although every group is different, there are some common elements that groups focus on which includes:

Provide support and information

Sometimes there is nothing better than support from people with similar experiences. Generally, support groups meet face to face, but there are alternative approaches. Some support groups provide advice and information by email in response to member questions. Others are run as telephone meetings since it is sometimes difficult for members to attend in person, while some groups combine all the above, depending on member needs.

Raise awareness

As well as providing support and information to local people with scleroderma and or Raynaud's, our groups also raise awareness and public knowledge of scleroderma and or Raynaud's locally.

Fundraise

Local groups may also fundraise to support the work of SRUK.

What will the role require me to do?

The role is to provide a safe and supportive environment for anyone affected by scleroderma and or Raynaud's, their family, and friends to meet. Confidentiality is key to this process and it should be stressed to all that attend that no individual's personal story should be re-told out of the meeting. Although scleroderma and or Raynaud's is the common ground, there is no reason that fun events should not be included in your meeting dates.

You will be required to attend regular support group leaders team meetings by conference call and keep up to date with SRUK news and our work across the UK.

So, you can show how effective you are as a group, we ask you to keep logging sheets of attendance numbers and send these back to us. The figures from all groups become a useful tool for the advancement of the service. We also like to measure the impact of the support group. This can be achieved by asking your members to complete a feedback survey.

The main tasks are:

- To organise meetings and activities
- To recruit and maintain membership of the group
- Raise awareness of scleroderma and or Raynaud's at a local level
- Be the SRUK UK's representative at a local level
- To participate in national activities at a local level, e.g. Scleroderma & Raynaud's Awareness Month
- To keep the Head of Fundraising and Communication aware of activities.

What skills and experience are required?

No special qualifications are needed for this role but being able to devote time to setting up and maintaining a group are essential. The following skills are required for the role:

- Commitment to SRUK values
- Leadership and self-motivation
- To be able to present
- To be able to facilitate
- Ability to organise meetings, publicity campaigns
- A well-developed 'listening ear'
- Ability to empathise with people and not to over-sympathise
- Remembering to provide information and not to advise
- Ability to communicate with people from different backgrounds in a non-judgmental way
- Experience of scleroderma and or Raynaud's, either personally or friend or family member
- Some experience of the voluntary sector would be an advantage
- Confident using the phone and a computer including Microsoft Word and Outlook, internet, and email
- Willing to take telephone enquiries referred from the Helpline and the London Office
- Able to reflect on own practices and willing to develop skills and experience.

What training is provided?

All support group leaders will receive an induction to SRUK. An SRUK training programme will be provided at some point to help with development of your skills to run an effective support group. If their application is successful, they are invited to take part in an induction. All reasonable expenses are paid for by SRUK.

How do I apply?

Fill out the application form that is available for download from the website and email it to Oliver.scott@sruk.co.uk