



the
power of
humanity



Volunteer role description

save-a-mate Support Trainer

Department	Community Justice Programs
Availability	Flexible dependant on program demand
Location	Adelaide Metropolitan area
Category	Working in our Services and Programs

Building an inclusive, diverse and active humanitarian movement based on voluntary service

Role purpose

This position will support the Lead Trainer to deliver the save-a-mate (SAM) Alcohol and Other Drug (AOD) Emergencies Program to young people in a variety of settings including custodial settings.

The Australian Red Cross SAM AOD Emergencies program is an interactive, educational program that teaches young people how to recognise, prevent and respond to emergencies resulting from alcohol and other drug use.

Role responsibilities

- Assist in the facilitation of save-a-mate sessions consistent with program guidelines
- Communicate effectively and respectfully with young people
- Participate in regular performance discussions / program monitoring and evaluations
- Participate in relevant training sessions and meetings, attending where relevant and appropriate
- Attend some scheduled SAM sessions at designated locations within Metropolitan Adelaide and region areas
- Undertake all tasks in line with the Red Cross Code of Conduct, as well as the program operational guidelines
- Work cooperatively with all other staff and volunteers
- Ensure mandated requirements are reported in line with Child Safe Environment guidelines.
- Assist to collect and collate SAM session records and evaluation forms and return at the completion of sessions
- Assist with office and administrative support as required

Knowledge, skills and experience

- Well-developed communication skills, particularly in relation to negotiation, presentation and facilitation of group work with young people

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- Knowledge and understanding of issues affecting young people from a diverse range of backgrounds and environments
 - Ability to be flexible and in managing multiple tasks within a changing environment whilst achieving program outcomes
 - Ability to evaluate and analyse information effectively and efficiently
 - Experience in working with vulnerable and at-risk young people particularly in the delivery of training and education
 - Relevant qualifications, skills or experience in working with vulnerable young people in areas of significant disadvantage
 - Ability to work as part of a team
 - Ability to work effectively and sensitively with individuals from varying cultural and diverse backgrounds
 - Ability to be non-judgmental.
 - Ability to effectively communicate and listen to a broad range of people.
 - Ability to speak in public to groups or willingness to learn (i.e. good communication skills).
 - Satisfactory results from a Police Records Check, Working with Children Check and reference checks.
 - Ability to work flexibly in a dynamic and challenging environment.
 - Ability to demonstrate compassion and build a trusting relationship.
 - Maintain confidentiality, reliability and commitment.

Check requirements

- A National Criminal History Check prior to commencement and renewed every three years (Red Cross will arrange this)
- South Australian Working with Children's Check is required or willingness to obtain
- Current Australian Drivers License
- Senior First Aid/CPR Qualification certificate or willingness to obtain

Learning and development

- Complete Red Cross online learning modules as required
- Attend Red Cross Volunteer Induction, Program Training and ongoing training as required
- Attend scheduled volunteer meetings, a minimum of one per year
- Participate in Indigenous Cultural Competency Training

General conditions

We act always in accordance with the Australian Red Cross Code of Conduct and Child Protection Code of Conduct

We are a Child Safe organisation and all volunteers are required to comply with relevant State and Territory legislation requirements

We comply with the Red Cross Workplace Health and Safety management system

We demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way

We may be required to assist the organisation on occasion, in times of national, state or local emergencies or major disasters

In all activities, our volunteers are guided by the Fundamental Principles of the Red Cross and Red Crescent Movement

Humanity

Impartiality

Neutrality

Independence

Voluntary Service

Unity

Universality
