

Host Development Coach (Position Description)

Befriend

Befriend is a Perth-based social enterprise sparking inclusive, connected communities. There is currently an opportunity for a people-person with coaching experience to join our team in Perth!

About Befriend

Since its launch eight years ago, Befriend has grown to become one of Perth's leading innovators in the space of relationships and inclusion. Our grassroots community development initiatives have connected over 10,000 West Australians, and our work in partnership with citizens, community organisations, researchers and government is changing the conversation around loneliness, isolation and social exclusion. We have bold plans to grow our movement further in 2019, as our organisation enters its next phase of growth.

About the Team

We are a small but mighty team, working in a fairly flat organisational structure, trusting and supporting each other to work autonomously and make informed decisions. We are avid learners, experimenters, collaborators and do-ers. We aspire to develop Befriend as a radically-inclusive, participatory organisation that values the contributions of all, and acts with intention to create spaces for autonomy, connection, growth and fun!

This Role in a Nutshell

- Work in partnership with our network of grassroots social groups across Perth, developing the knowledge, skills and confidence of volunteer 'Hosts' (Group Leaders)
- Lead the design, development, testing and delivery of online and in-person learning sessions on a range of topics related to relationships and inclusion
- Support the development of local teams of Hosts, that support each other

We expect this will include:

- Building relationships with volunteers and community members who run grassroots social/community groups across Perth
- Consulting with volunteers and members to understand their needs and challenges in running their groups, and their appetite for accessing learning & development experiences
- Consulting with people with disability and families to gain a deep understanding of common barriers to social inclusion and participation experienced in social/community groups
- Developing a plan for learning & development solutions including content modules and delivery formats
- Designing, developing, testing and facilitating learning sessions via online and in-person delivery formats with representatives from various groups
- Connecting Hosts with other Hosts in their local area, and helping them form as teams

To be considered for this role, you'll have:

- A passion for developing, supporting and coaching volunteers
- Experience designing and developing training / learning experiences
- Experience organising and facilitating small-group workshops
- An understanding of the barriers to social inclusion and participation experienced by people with disability
- Knowledge of Asset-Based Community Development principles
- High level of proficiency and experience with email, Microsoft Office Suite and social media
- Excellent time management, ability to juggle competing priorities and work autonomously
- Be comfortable working in a co-working space
- National Police Clearance
- And of course, be inclusive of people from all walks of life. *Read about Befriend's Values [here](#)*

It would also be great if you have:

- Experience as a Befriend volunteer/member/fan
- Experience running a social/community group
- Lived experience as a person with disability, family member or friend
- Relevant tertiary qualification or equivalent experience in the community sector
- Experience setting up and hosting webinars or other online learning sessions
- Experience developing online communities
- Take great joy in nurturing an organisational culture of fun & friendship

Position details

- Part time position (0.4 FTE) March 2019 – June 2020
- We are open to the possibility of combining this role with the Community Builder (Neighbourhood Centres) role to make a combined 0.8 FTE position, for the right person.
- Salary \$60,000 pro rata plus superannuation
- Generous salary packaging benefits
- Bonus Christmas leave period on top of your annual leave entitlements
- Work where you want, when you want, how you want. You do you.

Sound like you?

- Apply by completing the 3 questions in this online form, along with your resume and cover letter.
 - Why do you want to work for Befriend?
 - What appeals to you about working with an organisation like Befriend (given the info about our size, structure and culture)?
 - What gifts, strengths, skills and experience do you hope to bring to our team?
- Applications close 11:59pm on 24th February 2019

We know that strength comes with diversity, and welcome applicants from all backgrounds. For questions about this role, contact Nick on 0421 061 042 or at nick@befriend.org.au