

Volunteer Role Profile



Volunteer Role

Prison Visitor Volunteer

Volunteer Manager

Family Engagement Manager

Where you will be based

Other

Why we want you

Visit people in prison who currently receive no visits and may feel socially isolated, lonely, or struggling to cope with life in prison.

You will visit the prisoner(s) with whom you are matched, approximately twice a month to provide company as well as social and emotional support.

What you will be doing

- Keep Pact up to date with your availability and interests to ensure that we can match you with a person in prison who would value being visited by you
- Work with Pact to book visits with the person you have been matched with
- Attend the visits at the dates and times booked and to ensure you follow all visit procedures (training and guidance will be provided)
- Following the visit complete and send a contact sheet summarising your visit, within 48 hours
- Prepare for future visits by following up on conversations in previous visits (where appropriate) to maximise the use of time during future visits
- Explore hopes and concerns about preparing for release and share any significant concerns with your manager
- With your line manager, agree an exit plan which may include ensuring appropriate on the day of release support
- Adhere to policies and practices relevant to this role including: Code of Conduct; Confidentiality; Health & Safety; Child Protection and Safeguarding; Equality and Diversity; Media and Social Media; Information Security; and all Prison security rules.

The skills you need

- Good interpersonal skills and the ability to relate sensitively to the needs of prisoners
- Good communication skills, both written and verbal
- Non-judgemental and empathetic attitude
- Good understanding of safeguarding, professional boundaries and confidentiality

What's in it for you

- Personal fulfilment and a real sense of making a difference to a person's life
- Full training and induction provided with regular ongoing support
- Develop skills and enhance your experience for future volunteering / employment opportunities
- Out of pocket expenses covered in line with our expenses policy

Disclaimer

As this role is initially short-term, we are seeking applicants who are able to start within the next four weeks, subject to completion of background checks and required training

This role is subject to the completion of Pact's mandatory training and checks which our staff will be on hand to support you through.

Training

Safeguarding, Professional Boundaries, Equality and Diversity, Data Security and Health and Safety training is required for this role, as well as prison visitor-specific training related to the role. We anticipate the entire training will take between 10-12 hours to complete in total, of which most can be completed in your own time. You will also have access to a range of other training opportunities.

Checks

- 3 years of employment history or other activities (e.g., studying, travelling)
- Enhanced DBS check (Disclosure & Barring Service)

This role is initially on a short-term basis (approx. 4-6 months) but we hope to either extend this or welcome you into another Pact role!

Pact hopes you will commit to volunteering with us for a minimum of 2 shifts (visits) a month (approx. 2 hours per visit, plus travel time).