



## Girlguiding Glasgow Peer Educator Coordinator Role Profile

### Role:

- The Peer Education Coordinator is a key volunteer within the Girlguiding Glasgow Consultative team. The role is central to the development of our County Senior Section programme for youth members.

### Term:

- Appointed by the County Commissioner for a period of 2 years. This role can be job shared.

### Person Spec:

- Should be a member of Girlguiding
- Be a committed to the aims & principles of Girlguiding
- Be a good communicator and able to work as part of a team
- Be able to work with individuals at all levels of the organisation
- Be confident. Have tact, diplomacy and flexibility. Have a sense of humour.
- Have patience and understanding. Understand confidentiality of personal information
- Feel comfortable working with those 14 years and above

### Responsible to:

- The County Commissioner, through the Chair of the Senior Section County sub- group.

### Expenses:

- Expenses claimed from County office once approved from Senior Section Adviser

### Responsibilities:

- Be an active member of the County team.
- Attend appropriate meetings (Consultative Group meetings, Senior Section sub-committee)
- Support the development of Girlguiding Glasgow Youth Forum
- Support Peer Educators to provide a safe girl-only space where girls and young women can discover their full potential through all areas of the programme.
- Develop and implement a local plan 4 (peer education) programme
- Directly support Peer Educators by signposting them towards resources and trainings.
- Be enthusiastic and encouraging to young women taking on Peer Educator roles; give administrative practical support as well as help with any issues.
- Develop a local communication tool for Peer Educators, providing links across the County.
- Raise awareness of 4 (peer education) throughout the area, using appropriate communication channels to promote trainings, topics and sessions.
- Gather feedback on the effectiveness of sessions, monitor whether peer education is put into practice, and use the Learning to Lead resource.
- Support the transition of Guides to Senior Section
- Ensure there are adequate training opportunities within your specific area of expertise.
- Administer any applicable training or qualifications in your area of responsibility.
- Contribute to the Senior Section budget annually for consideration by the Business Management and Finance Committee
- Contribute to the Girlguiding Glasgow Senior Section Action Plan
- Contribute to Girlguiding Glasgow newsletter, website, annual report and annual review as required.