

Role Description: Volunteer Community Mediator

Background

Brighton & Hove Independent Mediation Service (BHIMS) is a community based, independent mediation charity. BHIMS provides conflict resolution services and training across Brighton & Hove and Lewes District. BHIMS is part of the Sussex Mediation Alliance (SMA), a network of Mediation organisations across East and West Sussex.

BHIMS's mission is to bring people together to prevent and to repair the harm caused by conflict in their community. BHIMS team of trained volunteer mediators deliver mediation and one to one conflict resolution support interventions, supported by the small paid staff team.

BHIMS recognises the expertise and commitment required from volunteer mediators and the vital role they play in our service delivery. All BHIMS mediators complete a foundation mediator training course delivered by BHIMS, SMA partners or other approved providers. BHIMS is committed to providing ongoing training and support to ensure volunteer mediators are confident and skilled in their role. BHIMS volunteer mediators are required to adhere to our mediation principles and process in all interventions.

Our current volunteer pool could be more representative of our local community, so we particularly welcome applications from people

- with non-white racial heritage
- who are trans, nonbinary or gender-variant
- who are living with disability.

Volunteer Mediator Role

Mediators deliver mediation and conflict coaching interventions to BHIMS clients by telephone, video conference or face-to-face meetings. Cases are co-mediated wherever possible, with mediators delivering interventions in a pair with another volunteer.

Volunteer mediators take on cases that feel manageable for them (both in terms of the time and experience needed). They support the planning of the mediation or conflict coaching process through liaison with co-mediators, parties and the casework team, and commit to planned meetings, providing as much notice as possible for any cancellation.

Volunteer mediators facilitate mediation and conflict coaching meetings in line with BHIMS principles and process. This includes taking time to prepare and debrief with co mediators before and after each intervention and completing short meeting reports.

Engagement in one-to-one supervision, peer support sessions and ongoing training is an important part of the volunteer role.

BHIMS cases may involve mediators travelling to meetings within Brighton and Hove and the Lewes District. Volunteer mediators are invited to claim for expenses such as travel incurred necessarily in their role as mediators. The volunteer role is otherwise unpaid.

Person Specification: Volunteer Community Mediator

Essential	Desirable
Commitment and availability to attend ALL the Mediation Training and Induction dates relating to the recruitment.	
Understands and supports the idea of empowering people to resolve conflict	Understanding of the role of mediation in conflict resolution and its wider role within the community.
Understanding of the importance of inclusion and a commitment to supporting equal opportunities	Understanding of the issues experienced by socially excluded and vulnerable people in local communities.
Understands the value of listening and can demonstrate good listening ability.	
Able to work collaboratively to follow a process and adhere to a set of principles	
Has regular availability including weekdays for volunteering with BHIMS and taking part in supervision and ongoing training.	Can be available for weekday meetings at short notice.
	Able to travel within Brighton, Hove and the Lewes District
Consents to an Enhanced Disclosure and Barring Service (DBS) Check	