**Advice Volunteer**

**Bristol Refugee Rights**

Bristol Refugee Rights was set up as a voluntary organisation in 2006 to uphold and

champion the rights of asylum seekers and refugees.

We provide a place of welcome in Bristol where asylum seekers and refugees can meet and be supported to play a full part in the life of the wider community. We campaign for the rights of refugees and asylum seekers, and provide individual rights-based advice.

**What do we do?**

Advice is one of our key services, and is a vital part of the support and solidarity we offer our members.

The UK asylum process is complex and people often find themselves stuck in difficult situations, not sure what to do and who to ask. People can find themselves homeless and destitute

We provide information, advice and casework to people going through the asylum process. We inform people of their options, support them to access their rights, and represent them in applications for statutory housing and financial support. We try to ensure that people understand the asylum system and have good legal advice, and we liaise with and refer people to solicitors and partner organisations.

**The Role**

You will provide one-to-one support, advice and casework through drop in sessions and / or appointments on Wednesdays or Thursdays.

**We are looking for people who :**

* Welcome the opportunity to work as part of a diverse volunteer team at BRR
* Can stay calm under pressure and are emotionally resilient
* Are helpful, patient and have a positive approach to resolving problems
* Have strong interpersonal skills
* Are able to read and write in English
* Have reasonable IT skills and can record their work clearly
* Share a commitment to BRR’s ethos and values, and agree to work within our policies and procedures.
* Are willing and able to learn about the systems and challenges that asylum seekers face, and how we can respond
* Are able to respect the limits to their role, and keep to appropriate boundaries
* Have good attention to detail
* Are available on either Wednesdays or Thursdays between 9.30am and 4pm
* Are able to make a 1 year commitment to the role
* Are committed to attending training and occasional meetings
* Are willing to complete an enhanced DBS check

**Volunteers will get from this role:**

* Experience of casework with asylum seekers
* Knowledge of services supporting asylum seekers
* Understanding of UK asylum systems, and the impact on people seeking safety
* A rewarding experience of working with people in extremely difficult circumstances
* Regular volunteer meetings and support.
* References after a suitable period of volunteering experience
* Induction into BRR’s work and methods, and training in UK asylum processes and rights, advice skills, safeguarding, boundaries, and working with interpreters.
* Expenses payments for costs incurred whilst volunteering

Volunteers will be required to attend the BRR general induction training on either **4th July** or **18th July** (please specify your preference on the application form)

Please also be available for Advice role specific training on the following dates: Saturday **20th July**, Sunday **21st July**, Tuesday **20th August** and Wednesday **21st August (**training times to be confirmed**).**

**Working one-to-one in sensitive environments – Convictions and Disclosure**

Due to the one-to-one working, the sensitivity of issues discussed and the potential vulnerability of BRR members, all Advocacy and Information volunteers will be required to complete an enhanced DBS check.

BRR will request information about any unspent convictions. The disclosure of convictions will not automatically lead to the withdrawal of an offer of volunteering as the relevance and timing of convictions will be considered. The information would be seen by the Volunteer Manager and Trustees only.