Haringey Migrant Support Centre (HMSC) voluntary positions

HMSC's volunteers are integral to the running of the Monday sessions. The drop-in aims to offer a welcoming and safe environment for vulnerable people that require support and understanding. There are a number of positions ideal for those who would like to become more involved with working with refugees/asylum seekers and migrants and would like to increase their knowledge of this sector. Please see the various positions below and let us know which position/s you would like to be considered for.

Reimbursement of travel expenses is available to volunteers at HMSC if required. Receipts will need to be presented.

All volunteers are entitled to enjoy the free meal provided by the centre as well as unlimited tea and coffee whilst they are volunteering.

Volunteer advocates (role description)

This role offers practical experience for those who would like to gain experience working in a frontline/grassroots capacity or would like to increase their confidence in advocacy/communication or administrative skills.

Commitment

- Need to be available on Mondays 12.30–5.30pm
- Minimum commitment of 4 months
- Need to be available to volunteer on a fortnightly basis at a minimum
- Attend induction (date and time to be announced)
- Commit to attend training provided by HMSC (dates to be announced in due course – training is normally held on Monday mornings before the session)

Personal qualities

- Empathy and understanding of the complex issues faced by migrants
- Willingness to listen to the concerns of visitors to the centre
- Patient, calm manner when dealing with vulnerable visitors

Tasks

- Attending briefing at 12.45pm
- Registration of visitors, taking basic details
- Providing advocacy and support to visitors, including: telephone calls, letter writing, form filling
- Supporting the work of professional advisers
- Helping run the registration desk
- Helping to set up the session and clearing away
- Various administration tasks to help the running of the session e.g. updating information packs
- Attending the debriefing at the end of the session at 4.30pm