

Volunteer Facilitator Role Description

Youth Harm Repair Program

Facilitators create a safe space for people affected by an incident of harm to share their perspectives, identify what is needed to make things right, and to prevent the harm from happening again. In coordination with an RJP Case Manager and/or a volunteer co-facilitator, they lead restorative processes such as restorative reflections, harm repair conferences, and closing circles.

Volunteer Facilitator's Responsibility:

To Harm Repair Program Participants:

- Empowers the voice, choice, and dignity of all participants. Is led by the needs and wishes of the parties involved when planning restorative processes, creating repair agreements, and in all communications with process participants. Refrains from the impulse to try to “fix” or to advocate for their own beliefs about how the harm should be resolved.
- During the RJ process, practices the restorative mindset skills to get to the core issue and balance power: remains open, authentic, expands perspective, listens reflectively, asks open-ended questions, and follows the resonance.

To RJP Maine Staff:

- Communicates in a timely and regular manner with their co-facilitator and/or RJP Maine case manager to ensure case alignment (weekly or bi-weekly).
- Participates in a Restorative Mindset Self-Assessment for each case, meeting with co-facilitators and the RJP Maine case manager to discuss strengths and growth opportunities in the facilitator role.
- Attend ongoing monthly volunteer meetings for skill-building opportunities, and participate in an annual volunteer reflection meeting with RJP Maine staff.

RJP Staff Support for Facilitator:

- Available to facilitators throughout the process to ensure volunteers are comfortable and prepared for their cases; discuss any areas of concern and help to resolve anticipated challenges.
- Support the professional development of volunteers by providing timely and relevant feedback, emphasizing areas of strength and growth opportunities in the facilitator role (using Restorative Mindset Self-Assessment).
- Respond timely to any concern, dissatisfaction, or confusion surfaced by the facilitator.
- Hold and attend volunteer meetings monthly to provide skill-building opportunities and seek input on the volunteer experience.
- Participate in annual reflection meetings with volunteers to discuss their experience, interests, and development.