

B3 Mama Link -Up Host

ROLE SUMMARY



Location	Thurrock, Basildon and Tendering
Responsible to	Peer support workers and B3 CEO

Purpose/Summary of Role

As a Mama Link up Host, your primary role is to facilitate relaxed, welcoming gatherings such as café meetings, lunch outings, or dinner get-togethers once a month (or more if you like).

Your presence helps create an inviting environment where mums and families feel comfortable sharing, connecting, and building friendships. Your friendly demeanour and organisational skills are vital in reducing social isolation and creating a sense of community. By having you working alongside our regular peer support groups and 1:1s, you're helping to build a beautiful well-rounded community for new parents.

Skills and Qualities

- Friendly, approachable, and empathetic demeanour.

non judgmental attitude

- Excellent communication and active listening skills.

- Ability to facilitate conversations naturally and keep a relaxed atmosphere.

- Reliability and punctuality in organising and hosting events.

- Basic organisational skills to plan and coordinate meet-ups.

- Sensitivity to diverse needs and backgrounds.

Responsibilities and Tasks

1. Planning and Preparation

- - Venue Selection: Choose accessible, comfortable, and welcoming locations suitable for group interactions (cafés, restaurants, community spaces).
- - Scheduling: Confirm the date and time of each meet-up, ensuring it aligns with participants' availability.
- - Communication: Send out invites via email, or phone, and confirm attendance ahead of each meet-up if possible (whatsapp is also great for this)
- - Accessibility: Ensure venues are accessible to all participants, including those with mobility or sensory needs.
- - Materials: Prepare any necessary materials, such as name tags, discussion prompts, or activity ideas, to encourage engagement.

2. Creating a Welcoming Atmosphere

- - Greeting Guests: Welcome attendees warmly as they arrive, making sure everyone feels comfortable and included.
- - Facilitating Introductions: Help break the ice by encouraging introductions, especially for new participants.
- - Nurturing Conversation: Keep conversations flowing by posing open-ended questions or discussion topics and gently involving quieter members. (prompts can be provided)
- - Monitoring Dynamics: Be attentive to group interactions, ensuring no one feels excluded or uncomfortable.
- - Encouraging Inclusivity: Promote respectful and inclusive discussions, respecting diverse backgrounds and perspectives.

3. During the Meet-Up

- - Maintaining a Relaxed Environment: Keep the tone casual and friendly; avoid formal or structured activities unless appropriate.
- - Time Management: Ensure the meet-up stays within scheduled times while allowing natural conversations to flourish.
- - Problem-Solving: Address any issues that arise (e.g., seating arrangements, misunderstandings) calmly and efficiently.
- - Engagement: Encourage participation from all attendees, especially those who may be shy or hesitant.

4. Post-Meet-Up Responsibilities

- - Feedback Collection: Gather feedback from participants to improve future gatherings

- - Follow-Up: Send thank-you messages or check-in communications to maintain engagement.
- - Record Keeping: Keep a simple record of attendance and any notable comments or suggestions.
- - Networking: Facilitate ongoing connections among attendees by sharing contact information (with consent) or creating a community mailing list.

Benefits of Volunteering

When you give your time with B3, you're not just volunteering – you're joining a movement that's making a real difference for families. Here's what you'll gain:

- 🍌 **Meet new people** – build friendships and connections in your community.
- 💜 **Make a lasting impact** – help improve the parenting experience, especially for Black women who face stigma, isolation, and health inequalities.
- 🌱 **Learn and grow** – gain new skills, knowledge, and experiences along the way.
- ⭐ **Boost your confidence and wellbeing** – feel valued and uplifted as you support others.
- 🌍 **Feel fulfilled** – know you're creating positive change and building a stronger, more inclusive community.
- Volunteering with B3 is about walking alongside families, sharing kindness, and helping everyone feel they belong.

Training and Support

Before commencing volunteering, we ask that volunteers participate in the following online volunteer training with B3 which will cover.

- Your roles and responsibilities as a volunteer
- Communication/Active listening
- Equality, Diversity and Inclusion
- Safeguarding
- Mental health/Perinatal Mental health
- Health and Safety

You will have -

- Ongoing Supervision & support from the B3 team
- Out-of-pocket expenses reimbursed
- A chance to gain skills and give back to your community

Time Commitment

We welcome **any hours** that you can do in your local area

This is needed across Thurrock, Basildon and Clacton

Reimbursement of expenses

Travel to and from the place of volunteering (mileage claimed at £0.45 per mile)

Personal Meals and refreshments up to £7 per day (receipts are required for all reimbursements)

B3 - Work tee if required

Admin cost such as postage and stationary

Contact

Nicole Lawal - contact@b3-community.com if you want to have chat about the role or any other role that we have.

sign up via the link on our website

Status

	Assigned to:
	Open
	Archived
