

# Volunteer Smoking Cessation Advisor

Redbridge



## About the role

The aim of this exciting new role is to support a specialist smoking cessation service that seeks to improve the health of individuals.

## Areas of involvement / responsibility

The volunteer smoking cessation advisor will promote smoking cessation within the service and will work collaboratively with colleagues.

As part of your role, you will be expected to:

- Support the running of the smoking cessation clinic, including booking appointments, any correspondence, and answering enquiries from clients.
- To liaise with other professionals and community groups to promote the service and encourage appropriate referrals.
- To help the service maintain appropriate records to track and meet key performance indicators.
- To support community engagement and awareness events across the borough.
- Volunteer smoking cessation advisors have the opportunity to shadow and observe other professionals delivering smoking cessation interventions and will be supported to interact with service users and attend training that would enable them to gain experience as a qualified smoking cessation advisor.

## What skills do I need?

- A passion for and knowledge of smoking cessation services.
- Experience of working with any group of healthcare service users is desirable.
- Experience of working with other healthcare professionals is desirable.
- Great team working, communication and interpersonal skills.
- A positive attitude and the desire to learn and teach.
- A non-judgmental and supportive approach to people who are facing problems with drugs and alcohol.

## What Via can offer you

When you begin volunteering you will be allocated a volunteer supervisor who will act as your main point of contact. They will provide you with ongoing support and supervision and will work closely with you throughout your time at Via. There is also a central volunteer services team that will support you while you are on placement.

In addition, you can expect:

- A full induction to your role and continuous local training
- Access to central staff training opportunities
- Regular supervision

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## When

We are looking for someone to support the team for 1-2 days per week – days are flexible. We ask that volunteers try to commit for a 6-month period where possible.

## How to apply

If you would like to apply for this role, please read the guidance notes on applying for volunteer roles and complete and return an application form with your CV.

Email: [volunteers@viaorg.uk](mailto:volunteers@viaorg.uk)  
Telephone: 0207 421 3100

Post: Volunteer Services  
18 Dartmouth Street, London SW1H 9BL