



Role Description: Menopause cafe facilitator

Organisation Name	Motherwell Cheshire CIO
Overview	A community organisation supporting women and young girls to make positive choices for their health and well-being, by way of, counselling, support, mentoring and drop in clinics.
Role Title	Menopause Cafe Facilitator
Location of position	Various locations in Cheshire (see website)
Responsible To	Wellbeing Coordinator
Purpose/Summary of role	To support the running of a Menopause cafe by making people feel safe to talk about menopause
Description of tasks	<ul style="list-style-type: none"> • Welcome new and existing members and explain what a Menopause Cafe is and its principles. • Explain basic ground rules • Keep discussion 'on target' - anything connected to the menopause • Provide discussion prompts if talk dries up • Become part of the Cheshire Menopause Cafes Facebook Group moderation team • Engage with Cheshire Menopause Cafes Facebook Group - provide cafe updates, share items of interest, join discussions etc • Provide/source refreshments • Ask attendees for feedback • Maintain a register of attendees and provide returns to Wellbeing Co-ordinator on a monthly basis.
Time commitment Required	1.5-2.5 hours every 2 weeks
Skills/ Qualifications	<p>A minimum of going through the menopause/having lived experience</p> <p>Facilitator experience</p> <p>Current DBS/prepared to apply</p>
Training and Support	<p>Induction to organisation - Online</p> <p>Safeguarding training - Online</p> <p>Menopause Cafe paperwork, expectations</p>
Reimbursement of expenses	<p>Out of pocket expenses will be reimbursed:</p> <ul style="list-style-type: none"> • mileage costs @ 50p per mile up to a maximum. • public transport up to a maximum of £25 per return trip