



**PEER MENTOR(S)
(PART TIME – 2026-2027)
INFORMATION PACK**

AUGUST 2026

Introduction

Dear Candidate

Thank you for your interest in joining Springboard as a Peer Mentor (part time).

At Springboard, we're very proud of the work we do to help young people and adults increase their choices and opportunities. We work alongside and support our participants as they navigate their development and feel privileged to be part of their journey.

The role will work with people aged 16-24 years, facing disadvantage, and support them to engage positively with others from a different background and increase personal, civic and employability skills.

We're as keen to develop our staff as we are the people we support, so this role offers a great opportunity for personal development and growth.

Our values and our participants guide us in everything we do, so if you are as passionate as we are, about using your experience to support young people, we would love to hear from you.

Steph O'Rourke

Executive Director



Who are Springboard?

Springboard are changemakers, committed to building a society that develops and strengthens capacity, promotes citizenship, better values diversity and increases mutual appreciation across all people.

Over the past three decades we have remained focused in supporting young people and communities from areas facing disadvantage.

We are committed to:

- empowering people and communities and supporting growth where the future offers choices, opportunities, and advantages.
- supporting a re-invigorated sense of belonging and responsibility for where we all live.
- contributing to a society that is inclusive and values mutual understanding and diversity.



What we can offer you!

- competitive salary at £24,784 per annum, pro rata
- 3% pension contribution
- fixed term contract 2026-2027
- childcare vouchers scheme
- paid comprehensive induction
- 37 days per year, including statutory days, pro rata
- travel mileage
- laptop & mobile phone provision (if appropriate)
- wellbeing & development days
- support & supervision
- team meetings for shared learning & practice
- continuous professional development including non-managerial support and half day per week release for approved training
- organisation volunteer days, and
- an enjoyable workplace!

Job Description: PEER MENTOR

Title:	Peer Mentor
Responsible to	Executive Director
Reports to	Youth Development Worker
Hours:	18.75 hours per week
Location:	Belfast
Duration:	2026-2027

Main Responsibilities

- Contribute to creating and fostering a climate which encourages positive growth and personal development in participants e.g. offering role model, encouraging engagement.
- Engage with participants building relationships sharing your journey and opening them to possibilities of change.
- Assume leadership in supporting and developing participants.
- Problem solve as/if required, motivate participants in an encouraging and supportive manner.
- Assist in the delivery of workshops.
- Assist in the design and delivery of residential activities.
- Assist in the design and delivery of group activities.

General Responsibilities

There are standard duties and responsibilities all employees irrespective of their role within Springboard are expected to be familiar with and adhere to:

- Treat everyone with courtesy and respect.
- Prepare for and participate in all individual and staff development activities.
- Attend regular training and development opportunities to maintain up-to-date skills and knowledge.
- Participate fully in conferences, courses, meetings as required.
- Participate in the development of innovative and alternative approaches to work with young people.
- To ensure confidentiality, always, only releasing confidential information obtained during the course of employment to those acting in an official capacity and in accordance with the provisions of Data Protection Act and amendments.
- Awareness of organisation objectives and provision and compliance with all procedures, policies, and regulations.
- Promote the aims and objectives of the organisation.
- Committed to and work within the code of conduct, mission, values, and objectives of Springboard.
- Carry out any other duties as required.

This job description is a broad picture of the job at the date of preparation. It is not exhaustive; the job holder will be expected to be flexible. It is recognised that jobs change and evolve over time and any necessary changes will be discussed with the job holder.

Person Specification: Peer Mentor

ESSENTIAL CRITERIA	
Educational and Professional Qualifications	Minimum Level 2 qualification in a relevant field.
Experience	Experience of supporting young people aged 16-24 years Previous participant or volunteer on a programme which involved good relations, personal development, citizenship or employability.
Skills & Abilities	Computer literacy (use of Microsoft Outlook/Word). Ability to maintain confidentiality Ability to work as key member of a team
Qualities	Good social skills for internal and external communication. Ability to work as a key member of a team.
Other Factors	Commitment to own development. Ability & willingness to work outside of normal hours on some occasions.
DESIRABLE CRITERIA	
Education	Level 3 qualification or above in a relevant field.
	GCSE Maths and English (Grades A-C) OR Level Two Literacy & Numeracy or above
Other	Current full driving licence and access to transport. Consideration will be given to alternative travelling proposals in respect of applicants with a disability.



Applicants please note

We reserve the right to heighten criteria based on demand. Applicants will be considered for other roles with similar specification. **Springboard does not provide individual feedback on applications or post interviews.**

Springboard is an Equal Opportunities Employer

HOW TO APPLY

Complete the application form including monitoring form and email to **recruitment@springboard-opps.org**

TIMELINE

Closing date for applications	4.00pm on Monday 7 th September 2026
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112-114 Donegall Street, Belfast BT1 2GX

Tel: 028 90 315111

Email: recruitment@springboard-opps.org

Website: www.springboard-opps.org

Twitter: [@springboardopp](https://twitter.com/springboardopp)

Facebook: [@Springboard Opps](https://www.facebook.com/SpringboardOpps)

Instagram: [@springboardopps](https://www.instagram.com/springboardopps)

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