

Role Name	Why (Purpose)	What I do (key tasks)	What we will see when this role is working well
Group Facilitation & Community Space Holder	I create and hold safe, meaningful group spaces where women can connect, feel understood, and experience belonging.	<ul style="list-style-type: none"> • Design, plan and facilitate regular women's groups • Create safe, inclusive and non-judgemental environments • Use flexible, women-led approaches • Support peer connection and shared learning • Manage group dynamics to maintain emotional safety • Reduce stigma, shame and isolation 	<ul style="list-style-type: none"> • Women attend and return consistently • Women feel safe and accepted • Peer relationships develop • Women share at their own pace • Groups feel calm and well held
Retreats, Experiences & Wellbeing Offer	I create meaningful experiences that allow women time and space to reflect, connect and restore.	<ul style="list-style-type: none"> • Plan and organise retreats and away days • Coordinate logistics including venues and travel • Facilitate reflective and wellbeing sessions • Ensure experiences feel safe and restorative • Adapt sessions based on group needs 	<ul style="list-style-type: none"> • Women describe retreats as meaningful • Experiences run smoothly • Women feel calmer and connected • Relationships continue beyond sessions
Connection, Engagement & Community Builder	I support women to engage and feel part of a wider community.	<ul style="list-style-type: none"> • Support women to attend groups and activities • Build relationships to support engagement • Encourage peer connection • Develop new group ideas based on women's needs 	<ul style="list-style-type: none"> • Women engage consistently • Women feel a sense of belonging • Peer support increases

			<ul style="list-style-type: none"> • Community feels welcoming
Relational 1:1 Support	I provide low-level support to help women feel safe to engage.	<ul style="list-style-type: none"> • Offer check-ins and relational support • Support engagement into groups • Identify when additional support is needed • Signpost to additional services where needed 	<ul style="list-style-type: none"> • Increased engagement • Women feel supported but not dependent • Clear role boundaries maintained
Safety, Boundaries & Group Risk Management	I maintain safe environments and respond to risk appropriately.	<ul style="list-style-type: none"> • Hold clear boundaries • Respond to safeguarding concerns • Manage group challenges calmly • Maintain emotional safety 	<ul style="list-style-type: none"> • Safe group environments • Clear and consistent boundaries • Appropriate safeguarding responses in line with Her Circles policies
Learning, Reflection & Contribution	I contribute to learning and development of the service.	<ul style="list-style-type: none"> • Participate in supervision • Share learning from practice • Gather feedback from women • Support service improvement 	<ul style="list-style-type: none"> • Practice improves over time • Feedback shapes delivery • Learning is embedded
Teamwork, Culture & Community Contribution	I contribute to a positive, values-led team and joined-up service.	<ul style="list-style-type: none"> • Work collaboratively with colleagues • Uphold team agreements • Support community environment • Represent Her Circle values 	<ul style="list-style-type: none"> • Strong teamwork • Consistent culture • Seamless support for women