

LGBTQ+ Group Facilitator (Freelance Contract)

Contract: 2h per week with up to 3h per month for referrals admin and induction meetings. Initial contract 6 months. At 6 months, hours will be discussed and adjusted as necessary for subsequent contracts

Department: Learning & Participation

Location: Portsmouth Guildhall

Fee: £15 per hour

Start Date: September 2026 or as soon as possible

Application Deadline: 4pm Thursday 3rd September 2026

About the Role

We are looking for an experienced, empathetic, and engaging **LGBTQ+ Group Facilitator** to lead a weekly group for **LGBTQ+ young adults aged 18–25** on Friday evenings.

This group aims to provide a welcoming, inclusive and community-focused space where young adults can connect with peers, build confidence, explore their identities and take part in creative and social activities. While strong pastoral skills are important, this is **not a crisis, counselling, or therapeutic service**. Instead, the focus is on fostering belonging, supporting positive wellbeing, encouraging personal development and creating opportunities for meaningful peer connection.

Developing the youth leadership model within the group and finding productive and meaningful avenues for youth voice will be key components of this job.

The successful candidate will be responsible for managing referrals, meeting with prospective members, facilitating inductions, delivering engaging weekly sessions that encourage participation, creativity, discussion and community-building as well as evaluating impact. They will play an important role in ensuring the group remains a safe, supportive and positive environment where members feel valued and empowered.

Key Responsibilities

Group Facilitation & Engagement

- Plan and deliver engaging weekly sessions for LGBTQ+ young adults aged 18–25.

- Develop a varied programme of creative, social, and skills-based activities alongside group members that support confidence, connection, wellbeing, and self-expression.
- Develop youth leadership and youth voice mechanisms for the group
- Have a strong awareness of the challenges faced by the LGBTQ+ community
- Create a welcoming and inclusive atmosphere where all participants feel respected and able to contribute.
- Encourage participation from individuals who may be socially anxious, isolated, or new to group environments.
- Foster a strong sense of community, belonging, and peer support amongst members.
- Work with participants to shape activities and ensure the programme remains relevant, engaging, and responsive to their interests.
- Monitor and evaluate impact of sessions

Referrals & Induction

- Manage referrals from external partners and self-referrals.
- Meet with prospective members to introduce the group and assess suitability.
- Deliver a supportive and accessible induction process for new members.
- Clearly communicate group expectations, boundaries and signpost available support.
- Maintain accurate attendance records and participant information in line with data protection requirements.

Safeguarding & Wellbeing

- Promote the welfare and wellbeing of all participants.
- Maintain appropriate professional boundaries at all times.
- Recognise when individuals may require additional support and signpost to appropriate specialist services where necessary.
- Adhere to organisational safeguarding, equality, diversity, inclusion, and health and safety policies.
- Respond appropriately to safeguarding concerns and report issues in accordance with organisational procedures.

About You

You will have experience working with young adults and a strong understanding of LGBTQ+ communities and the experiences of LGBTQ+ young people. You will be confident facilitating groups, building positive relationships, developing young leaders and creating spaces where people feel safe to be themselves.

You will be approachable, organised, and able to develop and amplify the group's voice. Most importantly, you will be passionate about helping young adults build confidence, form connections, and feel part of a supportive community.

Person Specification

Essential	Desirable
Experience delivering group work with young people or young adults.	Youth Work qualification or equivalent professional experience.
Strong understanding of LGBTQ+ identities, experiences and inclusive practice.	Experience working within LGBTQ+ services
Experience facilitating creative, social or developmental activities.	Knowledge of local LGBTQ+ organisations, support services and referral pathways.
Experience developing youth leaderships schemes and reflecting youth voice in the planning for the group	Experience delivering arts-based, creative or wellbeing-focused programmes.
Ability to manage referrals, introductory meetings, inductions and participant engagement.	Experience developing partnerships with community organisations and referral agencies.
Ability to build trust and create safe, welcoming and empowering environments.	Experience involving participants in co-designing activities and programmes.
Understanding of safeguarding responsibilities, confidentiality and professional boundaries.	Mental Health First Aid qualification or similar training.
Ability to support participants who may be anxious, isolated or lack confidence in group settings.	Experience monitoring and evaluating participant outcomes and programme impact.
Strong organisational skills and ability to maintain accurate records.	Knowledge of the local youth and community sector landscape.
Excellent communication, relationship-building and group facilitation skills.	
Commitment to equality, diversity, inclusion and participant wellbeing.	

The successful candidate will be required to demonstrate a strong commitment to safeguarding, inclusion and the wellbeing of all participants.

How to apply

To apply for this role, please send a cover letter and CV to hello@thebaseguildhall.com by 4pm Thursday 3rd September 2026.