



SEAS Programme Manager South East Autism Support Programme Kent and Medway



Job Description

Post:	Peer Supporter (Paid)
Reporting to:	SEAS Programme Manager
Hours:	7 hours per week
Area:	Kent & Medway
Location:	Hybrid (Mostly home-working with travel across Kent and Medway, if agreed)
Office-Base:	Swanley
Salary:	£4,444.44 p/a pro-rata (£23,492.04 p/a FTE)

Fixed term contract until 31st March 2027, with possibility of extension.

Summary

Our Paid Peer Supporters contribute to the running of the South East Autism Support (SEAS) Programme. You will facilitate regular weekly online video-call groups with autistic adults, based around shared special interests. There will also be opportunities to contribute to the development of the programme, as an Expert-by-Experience.

About Advocacy for All

Advocacy for All is a locally rooted advocacy organisation with a strong history, which exists to give people a voice through one to one advocacy and self-advocacy groups. We believe that Bigger Voices = Better Lives.

Our approach is person-centred, empowering and rights-focussed. We place a strong value on supporting people to be as independent as possible. We believe that being fair, valuing diversity and involving people are extremely important.

Advocacy supports clients to express their views, assisting them in safeguarding their rights and ensuring that those who are particularly vulnerable or excluded have an opportunity to take forward issues that are of importance to them.

About the SEAS Programme

The SEAS Programme is built on the principles of self-advocacy. Our role is to support autistic adults to develop their confidence, understand their rights, and speak up for themselves, particularly in relation to their health and wellbeing. We do not offer advice or speak on behalf of individuals. Instead, we create safe, supportive spaces where people can access information, explore options, and connect with others who share similar experiences.

We are committed to working in a person-centred and collaborative way. Everything we offer is shaped with, not just for, the people who use our services. We aim to support a strong sense of autistic identity and community among our Members (the individuals who take part in our groups and one-to-one work.)

The programme is currently made up of two core projects: All Together Autistic and the Touch Base Project. After a recent pause in funding, we are in the process of rebuilding and growing the service, working closely with Members and commissioners to make sure it meets real needs.

All Together Autistic (ATA)

ATA offers a range of in-person groups across Kent and Medway, as well as a large variety of online special interest-led Zoom groups. In each area, Members can choose from a social group and an activity-focussed group. The exact nature of each area's groups is planned dynamically with local Members, responding to their interests and needs.

The Touch Base Project (TB)

TB offers 6 weeks of one-to-one self-advocacy for Members who are struggling with their mental health and feel that they need additional support. We work with Members to develop SMART goals and to build confidence to achieve these targets. Our work is not about doing things for people or telling them what to do, it is about supporting them to understand their rights, responsibilities, and options. Together we aim to help Members make lasting change happen for themselves.

Lived Experience Perspective

This role is only open to individuals with a diagnosis of autism.

This is considered to be an occupational requirement in accordance with Schedule 9, Part 1 of the Equality Act 2010. The role is designed specifically to draw on lived experience of autism to provide peer-based support and foster shared understanding within the programme.

Main Duties and Responsibilities

Our Peer Supporters are encouraged to find ways of contributing to the service that work for both them and for the members. We will work with Peer Supporters to adapt this role to meet their requirements and to build on their strengths. However, this is some indication of what is possible and expected within the scope of the role:

Online Group Facilitation

- Act as both lead and support on regularly scheduled Zoom groups. These groups are based around topics of interest to our members and usually take place either weekly, fortnightly, or monthly (depending on the group).
- Keep records of attendance and send these across in a timely fashion/

Communication with Members

- Make sure that all Zoom links and advertised details on our monthly calendars are up-to-date and correct.
- Introduce yourself to new prospective Members via email or through offering to attend online groups slightly early.
- Ensure all communication is appropriate to Members, is professional in nature, and maintains confidentiality.
- Send suitable reminders of groups and sufficient notice of any changes to the schedule.

Contribution to the Team

- Attend regular team meetings and supervisions.
- Pass on any concerns or important information to the wider SEAS staff and volunteer team, including any safeguarding information.
- Access suitable training opportunities, as they are offered.

Feedback on Services

- Contribute with observations and constructive feedback on the SEAS Programme.
- Help to identify gaps in services across Kent and Medway and provide any suggestions for how these might be effectively filled.

Our Peer Supporters play a valuable role through their contributions to our community of autistic adults as facilitators but also as autistic adults themselves.

Support and training will be provided to ensure that Peer Supporters can feel confident and assured in their work.

Person Specification

Suitability for the role will be assessed through C.V., cover letter, and at interview against the following criteria:

Essential Requirements

Desirable Requirements

Qualifications and Training

- Willingness to undertake training and continuing professional development
- *A full, clean UK driving licence and insurance covering business use*

Knowledge and Experience

- Lived experience of a diagnosis of autism (personal)
- At least one years' experience of working or volunteering in the running of groups.
- Some awareness of data protection, GDPR, and information sharing responsibilities
- Some awareness of adult safeguarding procedures
- *At least one year's experience of supporting other autistic adults in a professional capacity.*

Skills and Abilities

- Ability to communicate effectively and sensitively with autistic adults
- A person-centred, non-judgemental approach
- Initiative and problem-solving skills
- Ability to manage your own workload, meet deadlines, and prioritise tasks
- Confident using Microsoft Office (Word, Excel, Publisher, PowerPoint)
- Confident using online platforms such as Zoom, WhatsApp, and Discord
- Commitment to representing Advocacy for All's values and promoting its work

Communication and Engagement

- Ability to respond to enquiries in a professional and approachable manner

Please note: This role is only open to applicants who already have the right to work in the UK. We are unable to offer sponsorship or assist with visa applications.

This post is subject to an enhanced Disclosure and Barring Service (DBS) check

To apply, please send your C.V. and a cover letter to Recruitment@advocacyforall.org.uk by no later than 5pm on Friday 24th October 2025.

Interviews will be held in the week commencing 3rd November 2025.

Please indicate any problems with availability or requests for reasonable adjustments in your application email and/or cover letter.