



FAMILY FRIEND VOLUNTEER JOB DESCRIPTION

OBJECTIVE: To walk alongside a grieving parent, meeting them where they are and helping ease everyday stressors while strengthening the community of enduring support around them.

SUMMARY OF POSITION: A Family Friend (FF) serves as a consistent, caring source of support for a WPRP parent, typically for one year. Family Friends are not expected to meet every need themselves. Their role is to check in, listen, offer support, connect families with resources, advocate when needed, and help build lasting support around the family.

Family Friends stay connected with their parent, help identify changing needs, and serve as a liaison between the parent and WPRP. WPRP provides access to a broad network of trusted community partners, organizations, and resources; and, Family Friends help parents navigate these connections to fit the parent's needs.

When a need falls outside WPRP's existing services or partner network, the Family Friend can also help identify other people or resources within the parent's community who may be able to help. Over time, the goal is to strengthen a lasting network of support around the family that extends beyond WPRP's formal services.

Family Friends also help ensure that WPRP's paid services are being provided as intended and are positively benefiting the parent and children.

Estimated time commitment: Approximately 4–6 hours per month (includes required monthly Roundtable meeting). Scheduling is flexible and coordinated with the parent's availability.

RESPONSIBILITIES WITH PARENT:

1. Offer emotional support through active listening
2. Check in on the parent (monthly, at a minimum) for changing needs (preferably in person)
3. Assist in finding, referring, and connecting parent to local services and resources
4. Assist in connecting parent with a support group or other emotional support opportunities
5. Pray with parent, if so desired (or, pray for parent independently)
6. Stay apprised of WPRP events and encourage parent to engage, as appropriate
7. Serve as liaison between the parent and WPRP Staff and Board
8. Ensure the paid services WPRP offers are being fulfilled with integrity
9. Advocate for the parent in the community to find assistance as needs arise
10. Assist parent with installing and using the Mighty Networks app on their electronic devices

WPRP will provide training, tools, technology, access to community partners and resources, and ongoing staff support throughout the Family Friend relationship.



WIDOWED PARENT RELIEF PROJECT

*Right
Beside
You*

CHARACTERISTICS

Compassionate caregiver
Trustworthy listener
Reliable responder
Energetic advocate
Active member in community or church

SKILLS

Listening
Assessing
Advocating
Supporting
Referring

EXPECTATIONS of a Family Friend:

1. Complete application process: Application, Interview, Criminal Background Check
2. Successfully complete online training with coaching (Estimated 4-5 hour training)
3. Commit to (minimum) one year dedication to parent
4. Submit Volunteer Report at the beginning of each month
5. Attend 1.5 hour Roundtable meetings, first Monday of the month, virtually or in person
6. Maintain a positive community standing while volunteering for WPRP
7. Maintain regular communication and report all concerns to supervisor
8. Exhibit professionalism in behavior and appearance
9. Follow all WPRP policies
10. Exhibit WPRP's Christian values
11. Always maintain the family's privacy
12. Always advocate from a selfless perspective for the parent

VOLUNTEER SAFETY:

Volunteer safety is paramount and of utmost consideration for WPRP. We typically assign one Family Friend to each parent, but can assign a partner Family Friend, if requested. Our parents, like our Family Friends, undergo a criminal background check, provide character references, and are vetted through an interview. Volunteers should always err on the side of personal safety.



TO APPLY: Please [click here to apply](#) or scan QR Code:

CONTACT US:

We are happy to answer any questions and address any concerns regarding this special position.

Please contact Stephanie Evans-Hall at 865.414-2185 or stephanie@wprp.org.