



**POSITION DESCRIPTION – PERINATAL MENTAL HEALTH (PMH) VOLUNTEER PEER SUPPORTER**  
**Volunteer Position**

**POSITION TITLE:** PMH Peer Supporter

**REPORTS TO:** PMH Phone Peer Partner

**HOURS:** 1 – 5 families per Peer Supporter. Weekly 1-hour calls, with schedule determined by the Peer Supporter and family member they are assigned to. There are no guaranteed minimum hours.

**HONORARIUMS:** In recognition of the valuable time, effort, and dedication contributed by volunteers, an honorarium system has been established to express appreciation for their service.

**LOCATION:** The administrative office is based out of the Horizon Centre with the Peer Supporter working primarily out of their personal residence.

**POSITION PURPOSE:** Our Perinatal Mental Health Peer Support Program will provide individualized phone support to families living in Alberta – helping parents struggling with perinatal mood disorders to make progress with their journey of recovery, and to build confidence, competence, and connection to their community.

**QUALIFICATIONS:**

**Experience and professional requirements**

- Lived experience of mental health struggles in the Postpartum period.
- Be in a positive state of recovery with a personal commitment to self-care through stress management and resiliency strategies to maintain health and wellbeing.
- 24-hour completion of PMH training and scheduled practice calls provided by Families Matter.
- This position requires the completion of a Criminal Record Check and a Child Intervention Record Check with results that are satisfactory to the employer. Both Checks must be renewed by the employee before their expiry every three (3) years.

**Knowledge and skills requirements**

- Well-developed interpersonal, and relationship-building skills; ability to establish rapport and excellent communication with families.
- Self-directed, strong time management and organization abilities.
- Adept computer skills.
- Creativity, energy and sense of fun.

**RESPONSIBILITIES:**

1. Embrace and uphold the values and policies of Families Matter.
2. Provide individualized Perinatal Mental Health Peer support to parents on the phone on a weekly basis.
3. Maintaining consistent and proactive communication with assigned families ensuring they are supported and can address any concerns they may be experiencing.
4. Maintaining consistent and proactive communication with direct supervisor ensuring that pertinent information and updates are provided on an as-needed basis to ensure consistency in programming.
5. Regular data entry to measure program efficacy and ensure accurate tracking.
6. Utilize engagement tools like Edinburgh (EPDS), Perinatal Anxiety Screen Scale (PASS), and Program Evaluation to support a family's journey and program best practice.
7. Provide supported referrals to community services and resources as required.
8. Engage in on-going core training and professional development.
9. Participate in Community of Practice (COP) facilitated by a Families Matter staff, promoting open dialogue and reflection on peer practice.
10. Flexible hours, including evening and weekends, may be required to accommodate different schedules.

**DATE UPDATED:** April 21, 2026