



Role Description

Fire & Rescue Community Volunteer 2024

General Description of Duties

Support West Sussex Fire & Rescue Service in their community prevention activities.

Skills Required

- Literate and numerate (English need not be your first language)
- Friendly attitude and good communication skills
- Initiative and the ability to work without supervision
- Sufficiently physically fit to support outside events and deliver leaflets door to door and undertake some manual work
- Comfortable using IT
- Hold a clean driving license.

Ideal Volunteer

- Happy to engage with a variety of people of all ages, including young children
- Demonstrates patience and understanding
- Commitment to the equality and diversity of the local community
- Enjoys working with people, and working as part of a team
- Able to commit to 8 hours volunteering a month

Please note you need to be 18 years or older in order to be Community Volunteer

Details of Duties

Promoting safety and wellbeing initiatives through events to those areas, individuals or groups who are most at risk

Engaging with the public to help generate Safe & Well visit referrals in the community using both local knowledge & central data

Support local Fire Station open days and other community engagement activities that are organised within the community

Assist with prevention campaigns run by Fire Stations

Help develop our links with and extend safety message to ethnic minority communities

Regularity of Duties

The general commitment is 4 hours every two weeks. More frequent support is always appreciated and less frequent attendance will be considered in appropriate situations.

Guidance and Support

All volunteers will be allocated a line manager who they will be able to discuss any concerns with.

Training and Equipment

Each volunteer will be expected to attend an induction session before undertaking any activities. **Following the induction**, a uniform and identification card will be provided for all individuals undertaking volunteering activities for the Fire Service as well as any equipment necessary to carry out tasks.

References

Two references will be required prior to undertaking the Community Volunteer role. This will be someone who has known you in a personal, work or voluntary capacity for at least three years but not a relative.