



**DORSET
POLICE**

VOLUNTEER SUPPORT SCHEME ROLE DESCRIPTION

Role Title:	Safe Bus Volunteer
Post Number:	DP4246
Division/Department/Section:	BCP LPA
Line Manager: (Job Title & Post Number)	Safe Bus Co-ordinator & PSV Coordinator

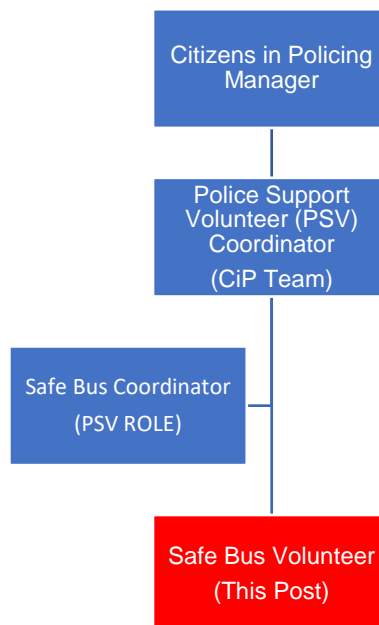
1. PURPOSE

The scheme will assist in providing an effective service and providing people with a safe space to go in the town centre when they are vulnerable, in drink or unable to get back to their accommodation.

The key role of the volunteer will be to provide advice, assistance and first aid to clients.

This project will help to meet the aims of the Crime, Drugs and Disorder strategy for Bournemouth, as well as the VAWG agenda.

2. POSITION IN THE ORGANISATION



(b) Staff who work directly for this post

None

3. MAIN RESPONSIBILITIES	
INPUT	OUTPUT
Providing a safe and calm atmosphere for clients.	To put clients at ease.
Assist those who are vulnerable to reach their destination, whether it is their home or holiday accommodation, by arranging alternative transport.	To ensure the safety and needs of clients at all times.
Complete client contact sheets.	Completion of accurate records is necessary to assist with potential referrals.
Assessing the needs of the client and offering basic advice and guidance on issues which may be disclosed.	To ensure that client remains safe and to assess if further treatment or support is needed.
Directing clients to agencies or organisations that are established to deal with particular issues, e.g., alcohol or drugs misuse.	To ensure safety and needs of clients at all times.
4. MAIN CONTACTS	
1.	Safe Bus Coordinator.
2.	Partner Agencies and their volunteers
3.	PSV Coordinator & CiP department.
4.	Neighbourhood Policing Team – Bournemouth Town Centre
5. SPECIAL CONDITIONS	
<p>Volunteers will be provided with Safe Bus uniforms. Expenses (such as parking) are to be claimed through Duty Sheet. Under no circumstance must volunteers put themselves in a vulnerable position or at risk. Mandated training is required for this role, which includes First Aid training and De-Escalation Techniques. Partner agency will provide training regarding their work to enable accurate sign posting by the PSV. Volunteers will be expected to liaise with Police officers, the council officers, the ambulance service, and the hospitals, as well as friends and relatives of clients</p>	
6. KNOWLEDGE & SKILLS	
ESSENTIAL	DESIRABLE
<p>Able to communicate appropriately at all levels and with people of all ages.</p> <p>Knowledge and understanding of the purpose of the Safe Bus.</p> <p>Effective decision making and problem-solving skills.</p> <p>Ability to complete mandated training.</p>	

6. ADDITIONAL INFORMATION e.g., Amount of hours per week, whether you need a volunteer on certain days.

The Safe Bus operates in the town centre, often very late into the night, and assists people who may be under the influence of drink or drugs.

The Safe Bus will predominantly operate on the weekends. Volunteers will be expected to commit to a minimum of 2 shifts per month. Volunteers will need to be aged over 18 years of age and be fit and healthy.

Safe Bus will commit suitably trained and reliable volunteers in complete duties in accordance with the current Dorset Police Volunteers Policy.

7. TERMS OF APPOINTMENT

In accordance with the current Dorset Police Volunteers Policy.