

Volunteer role description

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Role details	
Role title	Unit Equipment and Logistics Lead, Event Services
Time commitment	Six hours per week, evenings and weekends
Accountable to	Unit Manager

This person will be your main point of contact while volunteering for St John Ambulance. They will provide you with the support and supervision necessary for you to perform your role.

About St John Ambulance
No one should die because they needed first aid and didn't get it. St John Ambulance (SJA) teaches people first aid so they can be the difference between life and death, and you can help us do this.
Purpose of the role?
As a unit equipment and logistics lead you will be responsible for supporting the unit manager in all matters relating to equipment resourcing and logistics management including liaising with the appropriate functional specialists to make sure that the equipment needs of the unit are met.
What would you be involved in?
<ul style="list-style-type: none">• Maintenance and arranging servicing of unit equipment• Management of supplies on behalf of the unit manager• Procurement of supplies including uniform and disposables• Coordinating effective day to day vehicle assess (if vehicles unit based)• Liaison with Regional and District Equipment/Logistics staff as necessary• Assist the Unit Manager as appropriate with other logistic tasks.
What are we looking for?
<ul style="list-style-type: none">• An enthusiasm for the work of St John Ambulance and an appreciation of our values• Someone who is interested in logistics management• Someone who likes to communicate with people• Someone who is able to work as part of a team or on their own initiative under guidance• Some experience in logistics management and maintaining equipment• Knowledge of St John Ambulance's logistics operations (but not essential)• Knowledge of St John Ambulance equipment and logistics procedures (but not essential).
Support and training available?
<ul style="list-style-type: none">• Logistics policy and practice• First aid training.
Location of this volunteering role?
Role is unit and home based.
Role specific commitments?
<ul style="list-style-type: none">• Induction to role• We would ideally like you to volunteer for us at least once a week.

This role description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of St John Ambulance. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework.

Prepared by: Volunteering

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