

Is this for you?

Are you passionate about ensuring that the right equipment is in the right place, at the right time, and at the right cost? Medical equipment and devices enable St John Ambulance to deliver community first aid, event medical provision, Urgent & Emergency Care and training.

Impact

As an Operational Support Team Member, you will play a key role in ensuring that equipment is maintained and stored appropriately, and that events and activities within your community network are resourced appropriately. This role is critical to enable St John people to deliver services within the St John Community Networks.

Expected time commitment	80 hours a year
Line managed by	Network Lead

What you would be involved in (responsibilities)

- Working as part of a team to carry out stock checks in line with approved levels
- Carry out equipment checks and support the safe storage, deployment and fault reporting
- Support vehicle checks and movement
- Support the movement and supply of resources
- Support the deployment, build and restocking of event equipment
- Join in with the Operational Support national community of practice to share best practices
- Champion the use of sustainable and ethical practices to support St John's commitments to environmental and financial sustainability.

You will need to have the following (personal specification)

- Excellent communication and interpersonal skills, with an ability to engage stakeholders from other functional areas.
- Data and numerical literacy to facilitate management of stock.
- Ability to use Microsoft applications and other computer systems at an intermediate level
- This role is available to drivers and non-drivers.

Training and support provided

Mandatory training:

- Welcome programme introducing you to the Network & wider charity.
- Training in appropriate SJA policies and procedures, including safe storage of equipment.
- St John Safeguarding training relevant to your role.
- Infection prevention control training
- CQC level 1
- Moving and Handling online learning, and using sack and pallet trucks
- FleetCheck, Bellrock and Pro-cloud systems
- 3-hour Essential First Aid Course.

Optional training opportunities:

- Further training and development opportunities can be accessed through your line manager.

SJA will provide uniform in this role.

Screening Requirements

- Right to Volunteer check.
- Enhanced Child & Adult Workforce DBS.
- Two references.

Equity, Diversity and Inclusion

St John Ambulance is committed to increasing the diversity of our teams and making sure we best reflect the diversity of the communities we serve. We want this commitment to be reflected in the diversity of the people who work with us. We welcome expressions of interest from people from all backgrounds and identities.

At St John, everyone is valued and supported to thrive; we have several networks including the Armed Forces Multi Culture, Disability and Accessibility, Pride, Family and Carers and Women's groups. We do not tolerate any form of discrimination and engender a sense of belonging for all, by creating an environment of mutual respect, where we value unique differences and demonstrate authentic allyship. We believe passionately in equity, diversity and inclusion.

Our values

This role requires the volunteer to embrace the organisation's vision and values, which are: **Communities that preserve and protect life through volunteering for health and first aid.**

The way we do things as a charity is underpinned by our 'HEART' values. We expect all our people to uphold and apply these values in all they do.



HUMANITY



EXCELLENCE



ACCOUNTABILITY



RESPONSIVENESS



TEAMWORK

This role is exempt from the provisions of the Rehabilitations of Offenders act.

This role profile is intended as an outline indicator of general areas of activity and will be amended considering 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: Joe Shaw/Oliver Shaw

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