Network Training Lead

VOLUNTEER ROLE PROFILE

Is this for you?

Are you passionate about patient safety? Do you want to help ensure our St John Ambulance clinical teams are well trained and competent in their skills? Do you want to help shape training in your network? Why not become a Network Training Lead?

Impact

As the Network Training Lead you will be responsible for working alongside the Network Leadership team to create and implement an effective Network training plan, which clearly meets the needs of the Network and of St John Ambulance. Training is a vital part of ensuring our internal people can deliver clinical care, education and operational activities within communities.

Expected time commitment	20-25 hours per month including evenings and weekends
Line managed by	Network Lead

What you would be involved in (responsibilities)

- Lead on the development and delivery (with input from the Network leadership team) to plan training to meet the needs of the Network. This includes delivery of all internal personnel training within the network.
- Engaging with training deliverers to ensure that courses and sessions are facilitated, venues are booked and equipment is accessible.
- Overseeing training opportunities to ensure sessions are delivered to a high quality and in a safe and sustainable learning environment.
- Supporting the development of new trainers, demonstrators and assessors in the Network.
- Attending training meetings and Network leadership meetings as necessary.
- Empower the use of sustainable and ethical practices to support St John's commitments to environmental and financial sustainability.
- Join in with the Training national community of practice to share best practices, advocate for volunteer interests and concerns, and lead on the communication and implementation of national initiatives.

You will need to have the following (personal specification)

- High levels of communication skills (verbal and written)
- Good organisational and administrative skills
- Ability to work flexibly, sometimes working on more than one project at a time
- Ability to manage situations using a flexible candidate-centred approach
- Able to work as an effective team member
- Ability to work on own initiative and prioritise workload
- Experience of making effective and appropriate decisions to achieve pre-agreed targets
- Ability to use a range of Microsoft Office applications
- Knowledge of St John Ambulance volunteer courses and policies and procedures *(Optional)*
- Hold a Trainer/Demonstrator/Assessor qualification and experience of delivering St John Ambulance volunteer training *(Optional)*

Training and support provided

Mandatory training:

- Welcome programme introducing you to the project & wider charity.
- Training in appropriate SJA policies.
- St John Safeguarding training relevant to your role.
- St John Leadership training relevant to your role.
- Training in appropriate IT systems
- Out of pocket expenses.

SJA will provide uniform in this role.

Screening Requirements

- Right to Volunteer check.
- 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.

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: Emma Elgerton **Date of preparation:** April 2025