

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title:** | Volunteer Cadet Instructor | **Date:** | 01/09/2023 |
| **Reporting Line:** | Fire Cadet Officer | **Salary:** | Travelling  |
| **Team:** | Prevention | **Business Area:** | Service Delivery |

|  |
| --- |
| JOB PURPOSE |
| The Volunteer Cadet Instructor role is responsible for the supporting the delivery of GMFRS Fire Cadet programme at 4 locations. These being Bolton, Eccles, Wythenshawe and Bury This role will be varied, at times challenging but highly rewarding. This is your opportunity to make a difference to the lives of young people from our communities in Greater Manchester. The role of the Volunteer Cadet Instructor is to support and mentor young people in developing their skills, knowledge and personal development enabling them to become effective role models in the community as well as progressing positively into education, employment or further training. |

|  |
| --- |
| **KEY RELATIONSHIPS** |
| * Cadet Officer
* Station Personnel
* Volunteer Team
 |

|  |
| --- |
| **KEY RESPONSIBILITIES**  |
| * Be aware of relevant GMFRS safeguarding policies and procedures.
* Be responsible for the duty of care of young people whilst taking part in Fire Cadets activities.
* Actively promote safe working practices with self and others
* Develop self-discipline and social responsibility in the young people to promote community inclusion.
* Support the young people to develop life skills, increase confidence and raise self-esteem.
* Educate young people and their families about fire safety and the consequences of anti-social behaviour.
* Develop and inspire young people to make positive life choices for their future.
* Encourage and promote the values of GMFRS and required Fire Cadet standards.
* Take part in Fire Cadets activities outside of fire service premises e.g., fundraising, public events and community projects.
* Represent the fire and rescue service at local, national, and international events where possible.
* Act as a positive role model to the young people
* Be part of a team supporting and encouraging young people
* Support the delivery of a programme of activities (classroom, drill yard activities, teambuilding, fundraising etc)
* Attend public events representing GMFRS
* Attend a minimum of 2 sessions per calendar month. Each session being 3 hours in length taking place after school hours.
 |
|  |

|  |
| --- |
| **KNOWLEDGE, SKILLS AND EXPERIENCE** |
| **Knowledge & Experience** * Math’s & English GCE level 5 or equivalent.
* Experience in working with Children and Young People
* Experience of working flexibly as a member of a team

**Skills & Behaviours** * Good communication and interpersonal skills
* Work well as part of a team
* Proactive and able to work using own initiative.
* Ability to complete basic admin tasks involving written work and supporting completion of cadet written workbooks.
* Excellent timekeeping and organisational skills
* Ability to support, encourage and motivate young people.
* Ability to build positive relationships with young people

**FOR ROLES EXEMPT FROM THE REHABILITATION OF OFFENDERS ACT:**This role is exempt from the Rehabilitation of Offenders Act (1974) and will require disclosure of all convictions including those considered spent under the Act. The role holder will be subject to an Enhanced level check by the Disclosure & Barring Service. |

**Corporate Duties**

Avoid any behaviour which discriminates against your fellow employees, or potential employees on the grounds of their sex, sexual orientation, marital status, race, religion, creed, colour, nationality, ethnic origin or disability.

Safeguard at all times confidentiality of information relating to staff and pensioners.

Refrain from smoking in any areas of Service premises.

Behave in a manner that ensures the security of property and resources.

Abide by all relevant Service Policies and Procedures.