

# GREATER MANCHESTER FIRE AND RESCUE SERVICE COMMUNITY FITNESS VOLUNTEER



GREATER MANCHESTER  
FIRE AND RESCUE SERVICE

Promoting fitness across our communities is key to the ethos of Greater Manchester Fire & Rescue Service. Fitness and sporting activities bring together communities of all ages, abilities and backgrounds, and we are looking for dynamic and highly motivated individuals who can use all their determination and ability to make a big impact.

GMFRS have a number of sporting and fitness activities, and are looking to expand the reach and activity, including:

- Our five Caged Football units which are a portable community facility designed to be used as an activity to divert children and young people away from becoming involved in anti-social behaviour and fire related crime.
- The Climbing Wall is a community facility based at Irlam Fire Station. The free sessions run here by our fantastic volunteers, are used in many ways, including team building, diversionary activities and communities using the wall to improve overall health & wellbeing.

**The role of the Community Fitness volunteer will be to assist in the delivery of key community events which will give people an insight into the work GMFRS deliver.**

We want to encourage individuals from across our diverse and vibrant communities to get involved, and fitness is a great way to share an understanding of the different areas of our work and organisation.

Volunteering with GMFRS is also a great way for you to become part of the GMFRS family, gain valuable experience to enhance your CV, and the beginning of a career with the organisation.

## **How much time do you need to give to this role?**

The timing of the activities will vary. Most events will take place at weekday evenings and weekends, and will be determined by the needs of the community and your ability to support the work.

This is a very flexible volunteer role - you will have the opportunity to select which activities you can attend. You can fit your volunteering round your existing commitments



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### **Key responsibilities**

- To assist in the promotion of community based fitness sessions as directed by Greater Manchester Fire & Rescue Service
- To assist in the delivery of community based fitness sessions
- To assist in delivering activities appropriate to the age and ability of the participants.
- To carry out risk assessments and report any incidents / accidents to GMFRS
- To assist in ensuring all GMFRS equipment is in good working order and assembled appropriately
- To ensure that GMFRS's Codes of Conduct are adhered to.
- To assist in the cross promotion of GMFRS activities.
- To attend training courses continuing professional development as required.



## 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.

**Records Management/ Data Protection** - As an employee of the Service, you have a legal responsibility for all records (including employee health, financial, personal and administrative) that you gather or use as part of your work with the Service. The records may be paper, electronic, microfiche, audio or videotapes. You must consult your manager if you have any doubt as to the correct management of the records with which you work.

**Confidentiality and Information Security** - As a Service employee you are required to uphold the confidentiality of all records held by the Service, whether employee records or Service information. This duty lasts indefinitely and will continue after you leave the Service employment. All employees must maintain confidentiality and abide by the Data Protection Act.

**Data Quality** - All staff are personally responsible for the quality of data entered by themselves, or on their behalf, on the Service's computerised systems or manual records (paper records) and must ensure that such data is entered accurately and, in a timely manner to ensure high standards of data quality in accordance with Departmental protocols.

To ensure data is handled in a secure manner protecting the confidentiality of any personal data held in meeting the requirements of the Data Protection Act 1998,

**Health and Safety** - All employees of the Service have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with management to enable the Service to meet its own legal duties and to report any circumstances that may compromise the health, safety and welfare of those affected by the Service's undertakings.

**Service Policies** - All Service employees must observe and adhere to the provisions outlined in these policies.

**Equal Opportunities** - The Service provides a range of services and employment opportunities for a diverse population. As a Service employee you are expected to treat all employees / partners / members of the public and work colleagues with dignity and respect irrespective of their background.

**NB:** This list of duties and responsibilities is by no means exhaustive, and the post holder may be required to undertake other relevant and appropriate duties as required.