

# Region First Response Adviser



## **Role description**

To be the point of contact for counties, advising on implementation and continued delivery of first response courses in accordance with Girlguiding policies.

## **Term of office**

Three years

## **Responsible to**

Region Chief Commissioner

## **Personal profile**

- Good communicator
- Able to work as part of a team
- Knowledge of the Girlguiding First Response scheme (and its equivalents)
- Preferable to have a training background, although this is not essential

## Responsibilities

### Primary responsibility:

- To liaise with HQ regarding forthcoming changes to the First Response Scheme and to work with the region staff to communicate and implement the changes

### Other responsibilities:

- Keep counties informed (via county co-ordinators and county commissioners) of any changes in policy
- Work with the region team to ensure that opportunities exist for leaders to become First Response Trainers.
- Be the point of contact with CHQ as required attending meetings or participating in teleconferences if needed
- Hold meetings of County first response co-ordinators and first response trainers at least once each year.
- Lead and contribute to the region External First Aid Verifier team. (including reviewing external qualifications submitted by members through the Learning Platform)

## Support

Support is offered by the region office which includes advertising events, producing application forms, preparing resources for trainings and cascading information to county advisers.

## Expenses

Expenses Claim Forms should be submitted to the region office. General expenses include: postage, telephone calls, stationery, photocopying (if unable to use region office) and travel.

## Recruitment information

Please note this is a volunteer role and does not form part of any contract of employment.

There is no remuneration for this post, but all reasonable expenses will be reimbursed.

We're keen to hear from volunteers of all backgrounds, abilities, races, sexual orientations, socio-economic backgrounds, and of all faiths and none. We also welcome volunteers of all ages 18+.

We're flexible, and volunteering can be arranged to fit around a busy lifestyle. Girlguiding is committed to making reasonable adjustments to support all volunteers.

## How to apply

Please email [cerys.hanson-jones@girlguidingnwe.org.uk](mailto:cerys.hanson-jones@girlguidingnwe.org.uk) with a short statement of why you're applying and what experience and skills you could bring to the role.



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