

CLEVELAND POLICE VOLUNTEER SCHEME

Overview

The Cleveland Police Volunteer Scheme is an effective way for local people to become more involved with how their communities are policed.

The Cleveland Police Volunteer Scheme has been established with the primary aim of getting local communities more closely involved with us, and so improving the service we provide.

Not only does the scheme give you the chance to make a valuable contribution to the safety and security of your community, it also provides Cleveland Police with additional skills, knowledge and resources, allowing Police Officers to spend more time doing what they do best – patrolling the streets.

Cleveland Police wishes to attract volunteers from all backgrounds to undertake a variety of roles, to address the needs of Cleveland Police and the Community. As the programme progresses the roles will become more varied. Possible roles are outlined below:

- Working with young people in projects (In schools and Volunteer Cadet Scheme)
- Supporting Neighbourhood Police Officers
- Supporting Witness's and Victims
- Administrative support to Officers and staff

What does Cleveland Police see as the benefits of volunteering?

There are numerous benefits of volunteering, including obtaining experience, personal satisfaction, and the opportunity to make a real difference, however we are keen to understand what you have to offer.

Of course, giving up your time to volunteer with Cleveland Police you are benefiting your local Police thus your community too. However, there are also a number of benefits that you personally can gain from the experience.

Enjoyment

The roles carried out by volunteers are more often than not a completely new and enjoyable challenge for the individual – and it's nearly always interesting! Volunteering is also a great way of meeting new people, and forming friendships.

Work experience

Volunteering with Cleveland Police is an excellent addition to any CV. Whether you're a student, out of work, on a career break or whatever your circumstance may be. The experience of volunteering with Cleveland Police will help you to develop your skills and confidence, as well as provide you with a well respected reference.

Insight into Cleveland Police

Not many people know how Cleveland Police really works. As a volunteer you will get a unique, close up view of the organisation in action. This is particularly useful preparation if you are considering joining Cleveland Police in a full time capacity, perhaps as a Police Officer, PCSO, Special Constable or Support Staff member.

Personal satisfaction

The Cleveland Police Volunteer Scheme is about helping your community, which is just about one of the most rewarding experiences there is. You will be able to make a very real and valuable contribution, in making a real difference to local policing in Cleveland.

Who are we looking for?

We are looking for individuals from every community group that makes Cleveland as Diverse as it is. We are looking for people with the time to give and the enthusiasm to make a difference. We are looking for people who have a positive attitude and want to help Cleveland Police meet its priorities. Ideally you should have on average 3-4 hours a week to spare. We are looking for people with varying skills levels, whether they be specialised or not!

We are accepting applications from people who are 16yrs and above. Applicants who are 16 must have completed compulsory full-time education; there is no upper age limit. You could be fresh out of school and looking for ideas; a student or a new graduate and looking for some experience; in full time or part time employment and looking for variety; out of work and looking to brush up on your skills or retired and looking for some new challenges or keep your skills up to date.

You could volunteer with us in the evening, at the weekend or early in the morning – with policing being a 24 hour challenge, there is potential for there to be a voluntary opportunity to match a wide range of circumstances.

Find out more

If you are interested in finding out more or want an application pack please contact the Volunteer Management Team on:

Telephone: 01642 301784 (Answering machine after business hours)

If you send your name, address and telephone number to the email address below we will send you an application pack. We would also appreciate if you could let us know how you heard of our opportunity.

Email: volunteers@cleveland.pnn.police.uk

We look forward to you becoming part of our team!

WHAT WE LOOK FOR IN A VOLUNTEER

The following skills and qualities are required:

- Satisfactory completion of all induction training
- Willingness to:
 - Encourage people to support law enforcement
 - Explore attitudes and feelings towards victims and crime
 - Volunteer within a framework of equal opportunities
 - Volunteer within a framework of confidentiality

Ability to:

- Volunteer as part of a managed team, bringing your skills and talents to the team
- Be computer aware if relevant to the role, and be willing to be bound by our procedures
- Listen to and communicate with a wide range of people, treating everyone with dignity and courtesy
- Demonstrate a caring, mature and supportive attitude
- Communicate well in English; both orally and in writing

Desirable qualities, experience and skills

- To be able to contribute approx 3-4 hours a week for at least a six month commitment.
- Volunteers need to be:
 - Positively security vetted
 - Good communicators and good listeners, with the ability to empathise with the public's concerns and anxieties.
 - They need to be approachable, broadminded and able to demystify jargon
 - Happy to share their working life and skills
 - Able to relate to a wide range of people from different backgrounds.
 - Be a good team player and always mindful of working within the confines of Cleveland Police Policies
 - Agree to maintain the need for confidentiality and be willing to sign and adhere to the official secrets act

CLEVELAND POLICE VOLUNTEER SCHEME COMMONLY ASKED QUESTIONS

Q: Can anyone volunteer with Cleveland Police?

No, anyone can apply to become a volunteer, but there are recruitment procedures to follow in order to qualify. You must be age 16 or above, and there is no upper age limit. Candidates who are 16 must have completed compulsory full-time education. You must also have at least three years continuous UK residency in order to qualify for our vetting process.

Q: How do I become a volunteer?

The first thing to do is to make contact with the Volunteer Management Team either by telephone, email or the Cleveland Police Website. We will send you out an information and application pack. Once you return the pack, your application will be paper sifted and successful candidates invited for interview. Following a successful interview we will be taking up references and completing your vetting checks.

Q: Will I undergo Police Security Clearance?

Yes, we can only accept your gift of volunteering with us once you have been satisfactorily vetted. This includes the receipt of two references and you will be expected to sign the Official Secrets Act. Once you have been vetted we will arrange for you to attend a Force Induction day to learn more about Cleveland Police and volunteering with us.

Q: Is there a minimum age?

Anyone over the age of 16 years can apply, with no upper age limit.

Q: What hours will I be expected to commit?

This will be flexible and will be arranged between you and your nominated line manager to suit your circumstances. Ideally we are looking for a commitment of at least six months, but this can be negotiated on an individual basis. The minimum number of hours a volunteer should be able to commit is 3-4 hours a week you can do more if you wish with agreement from your line manager.

Q: What is the dress code?

Dress code needs to be smart casual (but not jeans), and suitable for working in an office environment.

Q: Where will I be situated?

This will depend on the role you have agreed to do, but usually you will be placed at an office or station that involves the minimum amount of travel for you.

Q: Will I be paid any expenses?

Volunteers will receive actual out of pocket expenses for travelling and a meal allowance if appropriate.

Q: Will I get training?

All volunteers with Cleveland Police will complete an induction to the Force. Thereafter dependant on your role relevant mentoring or training will be provided.

Q: Can Cleveland Police expect me to take on any task as a Volunteer?

No, Cleveland Police will ensure that at all times your role in our organization is clear and defined by your role profile. Cleveland Police will never ask you to complete any task that we have a legal, moral or statutory obligation to fulfill.

Q: Will I have to wear a uniform?

No, Volunteers will not be required to wear a uniform. Dependant on your role with Cleveland Police there may be certain circumstances that will require you to be identified clearly as a Volunteer with us, for this purpose a polo shirt will be provided.

Q: Will I be expected to get involved in anything dangerous?

No, all Cleveland Police Volunteers will be in non operational roles with no requirement to be involved in front line policing or conflict situations.

Q: What if I don't wish to do any of the roles you currently have available?

As our Volunteer Program progress's we will be introducing new volunteering opportunities. We would ask that you submit your application and attend interview, that way we are able to ascertain what your skills, interests and availability. We would also be able to process your vetting information, which can take a while for clearance. Once a suitable role becomes available you would then be able to start without delay.

Q: If I have any further questions who do I contact?

Please contact the Volunteer Management Team on 01642 301784 or email volunteers@cleveland.pnn.police.uk We are here to assist you.