Volunteer Horsewatch Assistant

Police Support Volunteer

The main purpose of this role is to provide administrative and practical assistance to the Hampshire Horsewatch Scheme which works closely alongside Equine Liaison Officers, Crime Prevention Officers and Safer Neighbourhood teams in designated areas. The work of the Hampshire Horsewatch volunteer will be supportive to promoting crime prevention and reduction issues amongst the equine communities.

Some of the tasks we would like your help with

- Accessing the Record Management System (RMS) and complete research which includes identifying specific community issues, crime trends and collating information relevant to the volunteer's area of responsibility.
- Undertaking administrative tasks connected to Hampshire Horsewatch.
- Liaising with outside organisations e.g. UK Horsewatch Alliance, RSPCA, World Horse Welfare, British Horse Society
- Using IT applications such as Microsoft Excel and Microsoft Word to assist in promoting the work of Hampshire Horsewatch.
- To maintain contact with Horsewatch members in designated areas.
- To attend meetings, shows and events in order to generate interest, promote the work of Hampshire Horsewatch and networking the principles of the Horsewatch scheme nationally.

What skills you need:

You should have basic IT skills, but you will receive training on our specialist systems. It would be really useful if you had previous office experience, but this is not essential.

What training and support you receive

You will take part in an induction to help you understand your role and how the force works, along with training on how to use our specialist databases and IT systems. There is an Extended Police Family Support Co-ordinator on each of our six geographical Operational Command Units. Part of their role is to recruit and support volunteers, so they will be able to assist you with any problems or questions you have throughout your time as a Police Support Volunteer with Hampshire Constabulary.

How much time?

As much or as little as you can spare! Some volunteers give a few hours a month, some a day a week and some give much more than that. It's up to you and we will discuss this with you as part of your application.

Interested?

Visit www.hampshire.police.uk/Internet/jobs to read more about volunteering and to apply.

www.hampshire.police.uk

Hampshire Constabulary

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