



Registered Charity No. 1105914

sidmouthlifeboat.org.uk

Registered address
**The Lifeboat Station, The Esplanade
Sidmouth EX10 8BE
01395 514903**

Patron: Judy Spiers

Volunteering for Sidmouth Lifeboat – Support Team

Thank you for your interest in volunteering for Sidmouth Lifeboat. Please find overleaf the job description of the role of Support Team and an application form for you to complete.

If you have any questions, please do not hesitate to contact me.

Once completed please return the form to me and I will contact you to discuss your application and arrange a suitable time for a meeting at the Boathouse.

Thank you once again for your interest and I look forward to receiving your application.

Kind Regards

Chris Young
Support Team Leader

Support Team - Job Description

Shop:

Opening or closing (shift dependent)
Talking to and answering questions from visitors of the boathouse
Selling gift items, operating the till
Keeping the shop stocked and area tidy
Managing the visitors if there is a call out

Responsibilities:

Handling money
Passing messages from visitors or phone calls to the appropriate person
Fire marshal in the case of alarm

Shifts:

Summer: AM Shift 10:00 - 13:30 PM shift 13:30 – 17:00
Winter: AM shift 10:00 - 13:00 PM shift 13:00 – 16:00

Regular shift – You would be allocated an available permanent morning or afternoon shift.

Reserve shift – Cover for when regular Support Team are unable to attend their shift. This could be planned in Rota or at short notice request.

There is a monthly Rota on the wall in the kitchen to refer to.

The boathouse is open to the elements so please be prepared for sunny days and not so sunny days. The boathouse does close if extreme rough weather conditions.

What we will provide:

- Uniform; including polo shirt, sweatshirt, jacket and an ID badge
- Full training, including shadow shifts with current Support Team
- A lovely view and interest conversation



Volunteer application to join the Sidmouth Lifeboat Support Team

PERSONAL DETAILS (Please complete using block capitals and black ink)			
Surname		Forename	
Address			
Postcode		Date of birth	
Home No.			
Mobile No.			
Email address			

What type of shift are you interest in? <i>(Please tick)</i>	
I would like a regular shift only (We can let you know what is currently available)	
I would like to be on the reserve team only	
I would like to be on the reserve team, with a view to take a regular shift when one is available	

Please tell us your skills, interests, and a little about yourself and family

What do you think you can contribute to Sidmouth Lifeboat?

References Someone who is not a relative but has known you for at least the last 2 years

Name		Name	
Job Title		Job Title	
Organisation		Organisation	
Address		Address	
Postcode		Postcode	
Tel No		Tel No	
Email address		Email Address	

I agree the information I have given is correct to the best of my knowledge.

Signed _____ Date _____

PLEASE NOTE: All information received will be dealt with in confidence and compliant with GDPR regulations

To be completed by Sidmouth Lifeboat staff during interview and induction

		Signed
ID checked (2 forms)	1 photo ID - Passport or driving license 1 ID with current address – Driving license or current bill	
References obtained and satisfactory		
Induction checksheet	Safety brief	
	Fire and Security	
	Handbook and Policies	
	Organisation overview	
	Membership and ID badge	
	Uniform - size	
Emergency Contact – This will be stored securely, only be used in case of emergency and only by a Trustee		
Name		
Number		

Name of Volunteer:	
Signature of agreement:	Date: