



Creating a safer  
Cambridgeshire



<b>POLICE SUPPORT VOLUNTEER ASSIGNMENT TASK PROFILE</b>	
<b>Volunteer Assignment Title:</b>	Area Speedwatch Coordinator
<b>Volunteer Advisor:</b>	Force Speedwatch Lead and Force Watch Coordination Officer ( FCWO)
<b>Assignment Purpose:</b>	Work with the FCWO and administer and support Speedwatch groups within the South Cambridgeshire policing district.
<b>Hours &amp; Location:</b>	Will be the South Cambs coordinator, hours to suit and as required support will be given, can be out of any police station as required

**Assignment Task Specification:**

What the Police Community Volunteer needs to do to achieve the assignment purpose

<b>KEY TASKS:</b>
<ul style="list-style-type: none"> <li>To support the FCWO to administer local (district) speed watch groups.</li> <li>Support and deliver training and inductions to new speed watch teams</li> <li>Represent the force Speedwatch scheme at Parish and other local meetings</li> <li>Support individual Speedwatch schemes and members.</li> <li>Manage distribution and maintenance of speed watch equipment.</li> <li>Undertake basic administration of scheme such as managing diaries and team paperwork.</li> <li>Conduct location Risk Assessments for suitability of CSW activity</li> </ul>

<b>KEY SKILLS/ATTRIBUTES:</b>
<ul style="list-style-type: none"> <li>Enjoy working with people, possess good communication skills and be able to negotiate and understand different points of view. Be supportive and understanding of personal and local road safety concerns.</li> <li>Community focused individual with a basic understanding of local government.</li> <li>Physically fitness – carry equipment, able to stand for periods at the road side in various weather.</li> <li>I.T. skills, basic word and email skills with potential to undertake training in new I.T. systems if required.</li> <li>Present verbal and written updates at meetings and promote the Constabularies vision for Speedwatch.</li> <li>Ideally to have previous experience with Cambridgeshire Speedwatch as a member.</li> </ul>

<b>OTHER INFORMATION</b>	
Expenses:	As Regulations
Equipment Access Requirements: (e.g. telephone, computer, intranet)	Will be supplied
Training Requirements:	Full training given