



Branch Support Volunteer (BSV) Role Description

Volunteer role:	RNA Branch Support Volunteer (BSV)
Supported by:	Branch Welfare & Wellbeing Officer (BWWO)
Safeguarding	Some Safeguarding knowledge is recommended.
DBS:	Basic DBS may be required if conducting activities such as face-to-face visits
Training:	Training provided where appropriate or requested.
Location:	Home/In Branch

ROLE PURPOSE

The role of Branch Support Volunteer (BSV) is to support the Branch Welfare & Wellbeing Officer (BWWO). Branch Support Volunteers support falls under the following key activities: awareness of local Branch events, phoning shipmates and home & hospital visits. Support known local RNA members and their families in an informal way and to support the Branch Welfare & Wellbeing Officer with identifying those who may require support and/or signposting. This is a role, with no direct engagement from a Welfare perspective, unless at the request of the Branch Welfare & Wellbeing Officer.

PERSONAL QUALITIES AND EXPERIENCE

BSV's should be friendly, and patient and no experience is necessary to undertake this role.

TASKS AND ACTIVITIES

- Identify shipmates that may require support and inform your BWWO.
- Undertake activities such as calling shipmates, home, or hospital visits.
- Send cards / Flowers when necessary to shipmates at the request of the BWWO.
- Complete the necessary record forms to log any support provided.
- Abide by the core values of the RNA.

Home visits, telephone buddies and hospital visits may require a DBS, whereas other community-based activities such as, sending cards/flowers will not.

WHAT WE REQUEST FROM YOU.

- Access to or use of a smartphone and a computer, tablet, or laptop.
- Completion of reporting forms for support provided. (Either online or paper copy)
- To conduct yourself in a way that does not put the reputation of the RNA into disrepute.
- Follow the Data Protection Act 2018
- Follow the Safeguarding Policy
- Follow the Lone Working Policy

IN RETURN THE RNA WILL:

- Provide training relevant to your role.
- Engage with you through newsletters, social media, and other communication tools when appropriate.