

[Insert local Church logo / details]

Volunteer Role Outline

Role Title: [Girls'/Boys'] Brigade Captain

Responsible to: The Minister and District Commissioner

Purpose: To co-ordinate, plan and lead the work of the [Insert company name] GB Company.

Responsibilities:

- Provide a safe-caring environment for Company activities
- Share personal Christian commitment with young people, officers and helpers within the Company and to encourage their spiritual development
- Plan Company evenings and events – delegating responsibilities as appropriate
- Provide stimulating activities which will encourage mental, physical and spiritual development for the young people.
- Set up (with other helpers) necessary equipment /resources for the session
- Clearing up afterwards (with other helpers)
- Have pastoral care of young people
- Develop good working relationships with families of the young people attending
- Convene regular meetings of Company officers and helpers
- Complete appropriate training to keep abreast of latest thinking and resources
- Give guidance to other helpers in preparing activities and organising materials
- Use reflective practice to reflect with the team how the session went
- Ensure any safeguarding concerns are reported to the church safeguarding officer
- Keep accurate records – register of attendance; consent forms; risk assessments; financial accounts
- Liaise with the church council rep for Children and Young People
- Appoint, in consultation with the minister, any other GB leaders/helpers
- Have completed the Foundation and Advanced Safeguarding Training and renewed every 4 years
- Ensure DBS check is renewed every 5 years
- Ensure all leaders/helpers have up-to-date DBS checks (renewed every 5 years) and have completed Foundation Safeguarding Training (renewable every 4 years)

I have read and understood this Role Description, the Church Safeguarding Policy and Safer Recruitment Policy

Signed: _____

Name: _____

Date: ____ / ____ / ____