

Volunteer Role: Event Services Lead

Help us show who we are — and raise vital funds along the way

About Us

Berkshire Lowland Search & Rescue (BLSAR) is a volunteer-run emergency response team that helps find high-risk missing people. We also attend public events to raise awareness, build partnerships, and support our fundraising — and we need someone to help coordinate those efforts.

The Role at a Glance

Role Title: Event Services Lead

Where: Berkshire (with some travel to event locations)

Time Required: Flexible, depending on the event calendar (includes some evenings / weekends)

Reports To: Head of Business Support

Team: Event Managers (volunteers)

Why This Role Matters

We're proud of what we do — and sharing our story helps us gain support, raise funds and find new recruits. This role supports those efforts by coordinating a team of volunteers who represent BLSAR at events like shows, school visits and open days.

What You Might Be Doing

- Managing a small team of Event Managers and supporting them with their events
- Helping keep track of our calendar and who's covering which event
- Making sure our kit, signage and displays are ready and available
- Supporting new Event Managers as they learn the ropes
- Representing BLSAR at larger or higher-profile events
- Checking event plans meet basic safety and quality standards
- Helping build relationships with event organisers or sponsors

You don't need to be at every event yourself — this is about leading a team and making sure everything runs smoothly.

Skills You'll Need

- Friendly and approachable, especially in busy event settings
- Comfortable coordinating volunteers and sharing responsibility

- Organised and happy managing calendars and checklists
- Basic understanding of safety and risk management
- Familiar with email and basic office tools (we use Microsoft 365)

What You'll Get

- A fun, flexible role that puts you at the heart of community engagement
- The chance to lead and support a friendly volunteer team
- Support from BLSAR's Business Support and Leadership Team
- Opportunities to develop leadership and coordination skills
- A key role in helping us raise vital funds and grow our reputation

How to Apply

If you enjoy planning, working with people and making things happen, this could be your perfect volunteer role.

Just email recruitment@berkshirerescue.org.uk with a few lines about yourself and your interest in the role.

We're happy to have an informal chat before any commitment — no need for a full CV to start.