

Volunteer Role: Operations Support Manager

Keep our search and rescue team running behind the scenes

About Us

Berkshire Lowland Search & Rescue (BLSAR) is a volunteer-run emergency response team that helps find vulnerable missing people across Berkshire. We rely on a wide range of equipment, vehicles, systems, and infrastructure — and we need someone to help keep it all working smoothly.

The Role at a Glance

Role Title: Operations Support Manager

Where: Home-based, with some visits to our base and monthly meetings in Bracknell

Time Required: Around 5 hours a week, flexible

Reports To: Unit Lead (Leadership Team)

Team Includes: Fleet, IT, Equipment and Data Protection roles

Why This Role Matters

Search and rescue doesn't just happen in the field. It depends on vehicles, technology, radios, buildings, boats and more — and someone has to make sure all of that works. This role is about leading a small team to keep our tools ready, our systems running, and our people supported.

What You Might Be Doing

- Helping manage our base, including utilities and building upkeep
- Supporting vehicle and boat readiness — maintenance, insurance, and repairs
- Overseeing radios, laptops, specialist kit, and IT systems
- Helping build business cases for new or upgraded equipment
- Keeping track of what's working, what's breaking, and what needs replacing
- Recruiting and supporting a small operations team to share the load
- Working with department leads to make sure their kit needs are met

This role is about coordination — you don't need to be an expert in everything, just someone who can get things done and isn't afraid to ask questions.

Skills You'll Need

- Organised and good at juggling priorities
- Confident working with suppliers or service providers

- Basic knowledge of IT or asset management is helpful
- Able to work well with others and manage small teams
- A calm and practical problem-solver

What You'll Get

- A behind-the-scenes role that's vital to frontline response
- Plenty of variety — buildings, tech, vehicles and more
- A flexible role where you can make a real difference
- Support from a friendly and dedicated leadership team
- A key voice in shaping how BLSAR operates into the future

How to Apply

If you like fixing things, improving systems and supporting people, this is a great opportunity to make a difference.

To apply, just send a few lines about yourself and your interest in the role to:

 recruitment@berkshirerescue.org.uk

You don't need a polished CV to start the conversation — we're happy to chat informally.