

Volunteer Role: Recruitment Officer

Bring in the next generation of lifesaving volunteers

About Us

Berkshire Lowland Search & Rescue (BLSAR) is a volunteer-run emergency service that helps locate vulnerable missing people. We rely on a team of around 80 trained volunteers — and we're always looking for the right people to join us.

The Role at a Glance

Role Title: Recruitment Officer

Where: Home-based (some occasional in-person events or meetings)

Time Required: Around 10-15 hours a month, flexible

Reports To: Membership Department

Why This Role Matters

Every callout, every life saved, starts with someone choosing to join BLSAR. This role is all about helping those people find us, understand what we do, and get started on their journey.

What You Might Be Doing

- Helping design and run recruitment campaigns and events
- Contacting new enquiries and supporting them through the application process
- Organising and attending information evenings and interviews
- Acting as the friendly face and main contact for new applicants
- Working with the team to help onboard new volunteers
- Keeping records updated and making sure new members complete key tasks
- Collaborating with other departments to support operational and support role recruitment

You'll be supported by the wider Membership Team and trained on the process. This is a great role for someone who enjoys talking to people and helping them succeed.

Skills You'll Need

- Friendly and approachable – a good communicator
- Organised and comfortable juggling multiple tasks
- Able to work independently and follow up with people
- Basic admin and digital skills (email, online forms, etc.)
- No search & rescue experience needed – just motivation and care

What You'll Get

- A people-focused role with a real impact
- A chance to shape the future of the team
- Flexible hours and remote-friendly tasks
- Opportunities to get involved with events and the wider team
- A welcoming community and full support from the Membership Department

How to Apply

If you love helping people find their place and want to support a lifesaving team, we'd love to hear from you.

Send a short email to recruitment@berkshirerescue.org.uk telling us a bit about yourself and why you're interested.

No CV required — we're happy to chat informally first.