KEY THINGS TO BEAR IN MIND WHEN THINKING ABOUT VOLUNTEERING WITH MET POLICE VOLUNTEERS

• What do you feel you would like to contribute in terms of skills and experience?
• What would you like to gain from the activity?
• Are you looking for an office based, non-operational (i.e. not on the streets and in uniform) voluntary role?

Everyone has something to offer as a volunteer. Even if you feel you have few skills, you may well be able to input in some way to our organisation to make a valuable contribution. Volunteering can be a useful way to gain a network of new contacts and improve confidence. You can brush up on your skills and may even learn new ones. Perhaps you are considering the Metropolitan Police Service (MPS) as a future employer and this is an excellent way to see for yourself what it might be like.

You may discover an activity you enjoy but have never before had the opportunity to try. Prospective employers are impressed when an applicant can demonstrate their commitment and reliability by volunteering, which can be a very credible addition to a CV.

Here are some useful questions you may want to ask yourself when considering Met Police Volunteers (MPV) as the place where you would like to offer your volunteering time:

• Do I find I have time on my hands and I’m thinking of volunteering?
• Do I want to make use of specific skills, knowledge and experience?
• Do I want to get practical experience to help me improve my CV?
• Am I interested in a one-off project based relationship, or something more long term?
• Do I want to volunteer during the day, in the evenings or at weekends?
• Am I looking for opportunities to meet new people and to make friends?

Volunteering with MPV could mean that we can give you most, if not all, of the above. We will reimburse reasonable out of pocket expenses such as public transport fares to and from your volunteering location. If you give more than four hours in one session we will reimburse up to £3 towards the cost of a meal.

IMPORTANT - please note; if you are reading this and wish to get involved with the Metropolitan Police as a volunteer police officer (i.e. wear a uniform and undertake duties on the streets of London) please return to the website and look at the pages for Special Constables.
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WHAT WE LOOK FOR IN A VOLUNTEER

The following qualities are required:

Willingness to:
- Commit to regular volunteering, at least 10 hours a month
- Encourage people to support law enforcement
- Explore attitudes and feelings towards victims and witnesses of crime
- Volunteer within a framework of equal opportunities
- Complete all the modules of the appropriate MPS training course(s)
- Volunteer within a framework of confidentiality.

Ability to:
- Volunteer as part of a managed team, bringing special skills and talents to the team
- Be computer aware and/or be willing to be trained and bound by our procedures
- Listen to and communicate with a wide range of people, treating everyone with dignity and courtesy
- Demonstrate a caring, mature and supportive attitude
- Communicate well in English; both spoken and in writing
- Be reliable, and have good time-keeping skills.

Desirable qualities, experience and skills (appropriate training will be provided):
- To volunteer a minimum of ten hours per month over a period of at least six months.
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Met Police Volunteers also need to be:

• Positively security vetted

• Good communicators and good listeners with the ability to empathise with the public’s concerns and anxieties. They should be broadminded, approachable and able to demystify jargon

• Happy to share their working and life skills

• Able to relate to a wide range of people from different backgrounds, good team players and always mindful of the confines of MPS policies and procedures

• Understanding of the requirement to maintain confidentiality at all times – volunteers will be expected to sign the Official Secrets Act.

It is important that we match your skills to a suitable Met Police Volunteer role. Volunteers undertake a variety of office based roles that support the needs of the Metropolitan Police and we will endeavour to match you to a role that will utilise your skills. If there are no roles that match your attributes immediately available you will be invited to apply again during a subsequent recruitment campaign.

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Questions we are frequently asked from people who are considering volunteering with Met Police Volunteers:

Q: Can anyone be a volunteer with MPV?

No. Anyone can apply to become a volunteer, but there are recruitment procedures to follow in order to qualify. You must be age 18 or above, and you must live, work or study in London. You must also have at least three years’ continuous UK residency at the date of your application in order to qualify for the MPS vetting process.

Q: How do I become a volunteer?

Apply via the recruitment portal link on the Met Careers website. You will be guided through the necessary steps. Follow the instructions, making sure to provide all the mandatory information you are asked for. If you can’t complete the application because you need to look up some information you can save it and return to it by logging in to the site again at a later date. Once you submit your completed application, and provided that you meet our initial security checks, you will be invited to attend an interview. Please be aware that there may be a space of several weeks to wait before you hear if you have been selected for an interview. Following a successful interview we will take up a reference and ask you to complete our security vetting process. This can take some time so please be patient.

Q: Will I undergo Police Security clearance?

Yes – we can only accept you as a MPV once you have been satisfactorily vetted. This includes the receipt of a professional reference and you will also be expected to sign The Official Secrets’ Act 1911-1989. You must also disclose all previous convictions, included those considered ‘spent’.

Depending on the nature of any previous convictions it might mean that we cannot accept your application.

Q: Is there a minimum age?

Anyone aged at least 18 years is welcome to apply, with no upper age limit.

Q: What hours will I be expected to commit?

We look for a commitment of ten hours per month for at least six months, but this can be reviewed on an individual basis. The maximum number of hours a volunteer may give in one month is 60 – this includes supervision and training.
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**Q: I have an impairment/other special support needs. Does this mean I can’t be a volunteer?**

Not necessarily. If your interview is successful you will be asked to complete our ‘Fit to Volunteer’ health questionnaire, which will be assessed, in confidence by trained staff. Whilst volunteers are not covered by The Equalities Act 2010 because they are not ‘in employment’ as defined by the Act we may give consideration to assisting you in your volunteering role, however, we are not under any obligation to do so. You can discuss this at your interview.

**Q: What is the dress code?**

Dress code needs to be smart, casual (but not jeans), and suitable for working in an office environment/engaging with customers. Please note that we cannot accept applicants with visible tattoos.

**Q: Where will I be situated?**

This will depend on the role you are selected to do and will be discussed with you.

**Interested? Want to hear more?**

Please see our website [www.metpolicecareers.co.uk/volunteers](http://www.metpolicecareers.co.uk/volunteers) where you can hear from some of our volunteers about their experiences, and complete an application.

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