

Team Leader Role Description

General

1. For each night's deployment the Street Angels Coordinator will designate one Street Angel on duty as the Team Leader for the night. That person will be asked in advance if they are prepared to take on that role and is at liberty to decline to do so if they wish.

Role and responsibilities of the Team Leader

2. The Team Leader will be in "overall charge" for that night. If any Street Angel is unsure how to deal with a particular situation the Team Leader's advice should be sought.

3. The Team Leader will assume the responsibilities of the Street Angels Team Leader in the Police Protocol, namely:

a. To notify the police through the CCTV Control Room of the number of Street Angels on duty that night, how many groups they will be deployed in, the areas they will work in and the times they are expected to be on duty for.

b. To receive any briefing from the police about any specific information that the police feel is relevant to the Street Angels deployment.

c. To be responsible for safe custody of any controlled drugs or offensive weapon that come into the possession of any Street Angel on duty, to advise the Police (using telephone or radios) of receipt of any such items. Surrey Police will task a local officer (Neighbourhood Specialist Officer) to liaise with the Team Leader at their earliest opportunity to take receipt of the drugs.

4. The Team Leader should arrive at the YMCA no later than 9.00 pm on the night on which they have been designated Team Leader. The Team Leader should also get the equipment from storage in the YMCA and take it to the room being used by Street Angels that night.

5. The Team Leader should hold a briefing with the Street Angels on duty that night at 9.30 pm passing on any information or advice provided by the police, distributing the radios and other equipment and assigning Street Angels to work together in pairs. The order of change-overs between the teams on the Street and the teams resting in the YMCA should be agreed at the briefing. The Team Leader should conclude the briefing with a short time of prayer.

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6. At the 9.30pm briefing the Team Leader should ensure that all Street Angels have safe arrangements for returning home including making sure that Street Angels do not need to walk home or to their car alone, arranging car shares and booking taxis. Street Angels should reclaim their travelling expenses using the claim form provided – the Team Leader should ensure, where possible, that expenses are reimbursed from the petty cash float and that expenses claim forms are returned to the Coordinator.
7. At the end of the night the Team Leader should hold a short debrief (say around 15 minutes) at which Street Angels can share experiences, learning or anything which they found disturbing. The Team Leader should conclude the de-brief with a short time of prayer.
8. At the end of the night the Team Leader should ensure that the equipment is returned to storage.
9. Before the end of the Monday immediately following the night on which a person is designated the Team Leader they should:
 - a. Arrange for the safe storage of the radios.
 - b. Inform the Street Angels Coordinator of any equipment shortages evident at the end of the deployment (so that stocks can be replenished).
 - c. Provide a short debrief (usually by email) to the Street Angels email group and the Coordinator.
 - d. Inform the Coordinator of any new referral or additional Street Angel training needs that have arisen from the night's deployment.
 - e. Inform the Street Angels Coordinator of any Street Angels requiring further pastoral support following the night's deployment.