

Neighbourhood Watch - Coordinator Roles & Responsibilities

Neighbourhood Watch (NHW) - Coordinator Roles & Responsibilities

Thank you for your commitment to supporting your neighbourhood through Neighbourhood Watch. Below is an outline of the core responsibilities expected of a Scheme Coordinator:

1. Communication & Engagement

- Be the main point of contact for your local NHW scheme.
- Maintain regular contact with your members and encourage sharing of relevant information.
- Pass on police alerts, crime prevention advice, and NHW updates to neighbours.

2. Liaison

- Liaise with the local Area/Ward Coordinator and District Coordinator.
- Know who your local PCSO is and develop a relationship to support communication.
- Represent your scheme at NHW meetings (online or in-person) when possible.

3. Community Awareness

- Raise awareness of NHW in your street or area by promoting safety and community involvement.
- Encourage new households to join and help spread the word about NHW benefits.

4. Crime Prevention & Reporting

- Encourage members to report suspicious behaviour or incidents to the police.
- Share crime prevention resources and updates with members.

5. Scheme Maintenance

- Keep your scheme information up to date on the NHW system (e.g. number of households, contacts).
- Notify the District Coordinator of any major changes or if support is needed.

6. Optional Involvement

- Attend community stalls, events or local meetings to represent NHW.
- Help support local initiatives, such as Dog Watch or Speed Awareness, where relevant.

Note:

You are not expected to act as law enforcement or intervene in incidents. Your role is about communication, awareness, and fostering a stronger, safer community.

If you would like to step down or take on more responsibility, please contact your Area or District Coordinator.

Thank you for all you do.

Antonella Meli

District Coordinator, NHW St Albans

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