



Headlight

Your monthly volunteer updates

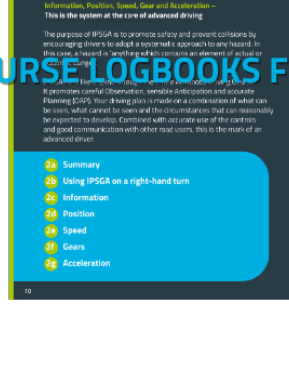
April 2025

New Advanced Course Logbooks

We have refreshed the Advanced Rider/ Driver Course Logbooks for 2025 – with new photography, updated content and accompanying digital resources. Each active National Observer is entitled to ONE new hard copy Associate Logbook (or one of each if a car and bike Observer). You will be able to order additional copies through the Group Marketing Toolkit.

Examiners and Observers will have access to new digital resources to download from the dashboard. More information will follow on the transition to new logbooks and handbooks this Spring.

Please nominate one person in your Group committee to receive all copies to distribute to your Observers - the nominated person needs to complete [this form](#) by Monday 21 April.



ADVANCED COURSE LOGBOOKS FOR ASSOCIATES

Local Observer Programme

As of 31 March, the Local Observer Programme has officially concluded. Thank you to all Groups for their effort in transitioning their Observers to the National Observer Programme.

If you previously held the role of Local Observer but have not yet registered for the National Observer Programme, please be aware that you are no longer covered by Group insurance and are not permitted to observe. If this is the case, please contact your Chief Observer as soon as possible - they will assist with the process to become a National Observer.



Vacancy – Work with us

We are looking for a highly motivated person to join our team as an Area Service Delivery Manager (ASDM).

They will be responsible for managing IAM RoadSmart's operational service delivery within the Central and East England area. They will have a key focus on the delivery of Advanced Driving and Advanced Riding tests/assessments, courses and products, will support Groups and deliver excellent customer service.

Candidates are invited to submit their CV and covering letter to recruitment@iam.org.uk by Thursday 10 April 2025. Interviews will be held on 14 April 2025 in Welwyn Garden City, Hertfordshire.

ASDM vacancy details

New Communications Toolkit

The Communications Toolkit is an essential resource for anyone looking to effectively engage with the media and promote their Group. It includes guidelines on how to create a press release, ensuring your news is presented in a clear, concise and compelling manner.

The toolkit offers guidance on how to use social media platforms, utilising community events to boost visibility.

Communications Toolkit

Volunteer news



EDAM at the Scottish Motorcycle Show

Edinburgh Advanced Motorcyclists (EDAM) had a stand at the Scottish Motorcycle Show last month, spreading the word about the IAM RoadSmart Advanced Riding course.

If your Group has attended a similar event let us know at headlight@iam.org.uk



Observer training day

The Lisburn Advanced Motorcyclists Group (LAM) in Northern Ireland held their first Observer training day last month. 21 bikers attended including Observers, members and Associates.

This event was successful for everyone involved, with riders commenting that they enjoyed the structure of the event. LAM look forward to continuing the programme throughout the season.

DARTS update

Raise Query button

The *Raise Query* button has been removed from the *Memberships* tab due to changes in the *Way roles* and links function. This feature is now only available under the *Find Member* tab.

Member join date

A new column has been added to the DARTS Portal, allowing Groups to view when a member joined IAM RoadSmart. This information is now visible on the member record under the *Profile* tab.

Notifications for Groups

A new column has been added to the DARTS Portal, allowing Groups to view when a member joined IAM RoadSmart. This information is now visible on the member record under the *Profile* tab.

A new column has been developed on the DARTS Portal to show Groups the date when a member joins. This will be visible on the member record under the 'profile' tab.

Cornmarket insurance offer for Observers

Cornmarket is offering free Observing cover to IAM RoadSmart motorcycle Observers who have motorcycle insurance with Cornmarket. This cover applies while they use their own motorcycle to observe Associates.

Additionally, Skills Day Instructors with Cornmarket car or motorcycle insurance may be able to purchase Skills Day cover for £16.50 per year. This provides cover for instructors and their vehicles while instructing at a Skills Day. You must request this addition to your policy when renewing or purchasing your insurance with a Cornmarket Adviser, alternatively you can call Cornmarket to see if it's possible to add it to your existing insurance policy on **028 9044 5066**.

Volunteer compliance



Ensuring the proper use and protection of IAM RoadSmart members' data is essential. Access to this data is strictly limited to its intended purpose. Only Group committee members are authorised to access and view member data via the DARTS Portal.

However, with the introduction of digital Observer Run Sheets, Observers will have limited access to DARTS for this specific function.

How to protect members' data

Network & Knowledge 2025

The Network and Knowledge sessions are coming together behind the scenes. In place of the Autumn Forums this year, these sessions will bring together Group reps with their ASDM and Group reps in their area – as well as one digital event to engage with the CEO and SLT. The 'Save the date' invites will be sent out to all Chairs and Secretaries soon – then it's up to each Group to select who will attend.

Get in touch!

If your Group has news that you would like us to include in a future newsletter, please email headlight@iam.org.uk with as much information as possible and include any images you'd like to accompany your article.

We welcome your feedback and encourage you to share your thoughts and suggestions by emailing feedback@iam.org.uk

To view previous editions of Headlight visit the [dashboard](#)

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