



Lead Volunteer

**Information for anyone
considering the role of
Lead Volunteer for
1st Hertford Scout Group**

About us

Overview of Scouting

We are the UK's biggest mixed youth organisation. We change lives by offering 4 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Our members gain valuable skills for life including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.



What do Scouts do?

Scouts take part in a wide range of activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming or even how to fly a plane. There's something for everyone. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

What do volunteers do?

This everyday adventure is only possible thanks to our team of adult volunteers, who support Scouts in a wide range of roles from working directly with young people, to helping manage a local community based Group, to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship.

Our award winning training scheme for volunteers means that adults get as much from Scouts as young people. Our approach focuses on what you want to get out of volunteering with Scouts, while respecting how much time you can offer. Over 90% of Scout volunteers say that their skills and experiences have been useful in their work or personal life.

Key facts and figures

The Scout Association is a UK charity founded in 1907 and now boasts a membership of over 597,000 young people and adult volunteers. We are the largest mixed youth movement in the UK. Scouting activity is delivered through 7,000-plus community based Scout Groups nationwide.

Scouting is widely recognised and is one of the most trusted charities in the UK, giving it a significant level of influence and responsibility. Scouting's greatest strength lies in its grass roots. It is locally that Scouting is best able to identify and work directly with young people most in need.

We believe that through the everyday adventure of Scouting, young people and adult volunteers regularly experience new challenges that enrich and change their lives.

The current focus for the Trustees and those in Scouting in the UK is delivering our strategic vision.

Our strategy

A new strategic plan for Scouting across the UK is currently nearing completion to secure a strategic direction through to 2025 and to grow on the success of the current plan. Team UK (the team of commissioners that leads Scouting across the UK) will play a key part in leading the delivery of this strategy. More details on the work towards our new plan are available at www.scouts.org.uk/ourplan.



By 2025 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Scouting's fundamentals

Our mission

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.



Our values

As Scouts, we act with:

- **Care**
- **Integrity**
- **Respect**
- **Co-operation**

exploring our own and others' beliefs.

Scouting's key policies

In common with all members in Scouting, Group Scout Leaders are required to promote and follow our key policies. The policies cover:

Child Protection

Equal Opportunities

Religion

Safety

These policies are fully explained on our website at <https://www.scouts.org.uk/about-us/policy/>

1st Hertford Scout Group

1st Hertford 1st Hertford is a thriving Scout Group located next to the River Lee in Hertford; we provide creative and exciting activities for our Beaver Colony, 2 Cub Packs, Scout and Sea Scout Troops. The Group has over 100 young people attending every week, with an amazing team of adults leading and supporting each section. Chris, our Lead Volunteer for the past 10 years, is looking for someone new to take on this role.

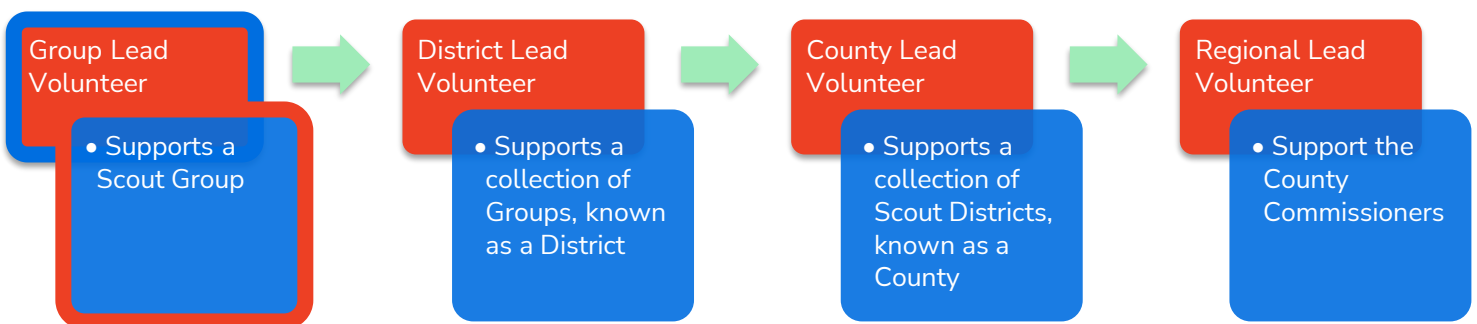
The current vacancy

We're currently looking for a Group Lead Volunteer. This is a management role, and we need someone who can provide leadership, motivation and guidance to our other adult volunteers.

A large part of this role involves supporting adult volunteers, including those working directly with young people. For any adult volunteer in Scouting, their manager will be a regular point of call for support.

You don't need any prior experience of Scouting to apply for this role: we'll make sure you're fully trained and supported.

The management structure of Scouting is as follows:



Lead Volunteers support adults who work directly with young people. They need support to ensure that they are motivated, inspired and focused on providing first-class Scouting. A good manager thanks other volunteers for their hard work, and helps to make sure that they feel happy and supported, week after week.

The Lead Volunteer will also provide direction for the Scout Group, and will help others see the bigger Scouting picture through solid leadership.

We believe that everyone in management roles within Scouting should adopt an approach that combines the skills of both leadership and management, however The way in which Scouts is run is going through a period of transition and, as we are changing structure, this can be a role for one person, or a shared role. .

Vacancy Pack: Lead Volunteer

#SkillsForLife

Core Skill Areas

We've identified six core skill areas that make a good Scouting manager:



1. Providing direction

A good GLV will create a vision for Scouting in their Group, and provide clear leadership to implement that vision.

2. Working with people

It is vital that a GLV can create team spirit amongst the other volunteers they work with, and can form effective working relationships based on trust and the fundamental principles of Scouting:

- care
- integrity
- respect
- cooperation
- exploring our own and others beliefs

3. Achieving results

Good GLVs ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained, both with the parents of the young people in the Scout Group, and within the local community.

4. Enabling change

It is important for GLVs to encourage volunteers to think of creative ways to improve Scouting in their Group. They should then provide the support to implement appropriate changes.

5. Using resources

A good GLV will ensure that information and resources are available, helping volunteers in their Group provide excellent Scouting opportunities to young people.

6. Managing time and personal skills

A good GLV should use their time effectively, and be willing to continue to learn and improve their skills.

How to apply

Process

Thank you for your interest in volunteering. On the following pages you will find a role description and the person specification. The Lead Volunteer nomination and application forms can be found by following the links on our website.

You can apply for the role yourself using the application form, or nominate someone else using the nomination form. Nominated people are under no commitment to apply unless they wish to.

Shortlisting will be based solely on the information provided by each candidate in their application form. All applications should address the requirements of the role, as laid out in the role description and person specification

Key dates

The vacancy will remain open until a suitable candidate is found.

Further information

For more information, or for an informal chat about this vacancy, please contact:

Name: Chris Searle

Phone: 07711 342380

Email: chris.searle@hertfordscouts.org.uk



The role – Group Lead Volunteer

Role description

Outline:

To manage and support the Scout Group and its Leaders to ensure it runs effectively, and that Scouting within the Group develops in accordance with the rules and policies of The Scout Association.

Responsible to:

District Lead Volunteer (or deputy, if appropriate).

Responsible for:

All adults in the Scout Group.

Main Contacts:

- Section Team Leaders and team members in the Group
- Parents/carers of the young people in the Scout Group
- Group Trustee Board members
- Other Group Lead Volunteers in the District
- District Lead Volunteer
- County/Area/Regional Lead Volunteer(s)

Appointment requirements:

Must complete relevant learning within three years of accepting the role. Must be eligible for charity trustee status (member of the Group Trustee Board). It is expected that whilst volunteering for this role you will undertake regulated activity.

Main Tasks

- Ensure that the Scout Group thrives and has the best systems in place to support adult volunteers and develop the Group – including a Group Trustee Board and Section leadership teams.
- Provide line management and support to the adult volunteers in the Scout Group, including setting objectives for their work and holding regular reviews and one-to-one meetings.
- Ensure that the Scout Group has an adequate team of supported and appropriate adults working effectively together and with others to meet the needs of Scouting in the area.
- Ensure that a challenging, exciting and balanced programme is offered to young people in the Scout Group.
- Work with the District Lead Volunteer, and other Group Lead Volunteers as part of the District Leadership Team to ensure that the District thrives and supports Scout Groups.

Note: Some of the tasks for which the Lead Volunteer is responsible may be delegated to others in the Group.

Person specification

Knowledge and experience:	
Ability to manage adults effectively	Essential
Understanding of the challenges of working in the voluntary sector	Desirable
Experience of working with young people and/or community work with adult groups	Desirable
Experience of working in the Scout or Guide Movements as an adult	Desirable
Skills and abilities:	
Excellent written and oral communication skills	Essential
Provide advice and guidance effectively to others	Essential
Provide inspirational leadership for the Group	Essential
Can build, maintain and facilitate effective working relationships with a wide range of people	Essential
Enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team	Essential
Ability to negotiate compromises	Essential
Plan, manages and monitors own tasks and time	Essential
Can construct and implement long-term plans that improve and expand the Scouting offered to young people, and identify any training, resources and other needs required to undertake this work	Essential
Can use basic computer software	Essential
Personal qualities:	
An understanding of the needs of adult volunteers	Essential
Flexible approach	Essential
Self-motivated	Essential
Able to work as part of a team and promote good teamwork	Essential
Resourceful, energetic and enthusiastic about the job	Essential
Acceptance of the fundamentals of the Scout Movement	Essential