



VOLUNTEER VACANCY PACK: DISTRICT COMMISSIONER

Information for anyone considering the volunteer role of District Commissioner



Team Merseyside 



VOLUNTEER INFORMATION

THE SCOUT ASSOCIATION

Today, The Scout Association has a membership in the UK approaching 600,000 individuals. Almost half a million young people participate in Scouting each week, supported by over 115,000 adult volunteers in numerous roles.

We provide fun, friendship and life-changing adventure to young people from every background, giving them the chance to experience the outdoors, build their confidence, and to reach their full potential. As the UK's largest co-educational youth movement, we help boys and girls to develop the skills and values they need to succeed in life.

Scouting Districts work to support local Scout Groups. The District Commissioner has over-arching responsibility for the District, supported by other volunteers, including an Executive Committee, comprising a Chair, Treasurer and Secretary, who oversee District decisions.

THE CURRENT VACANCY

We're currently looking for a District Commissioner. 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 managers of local Groups. 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.

For more information about the role of a District Commissioner in Merseyside, please contact:

Peter Oliver

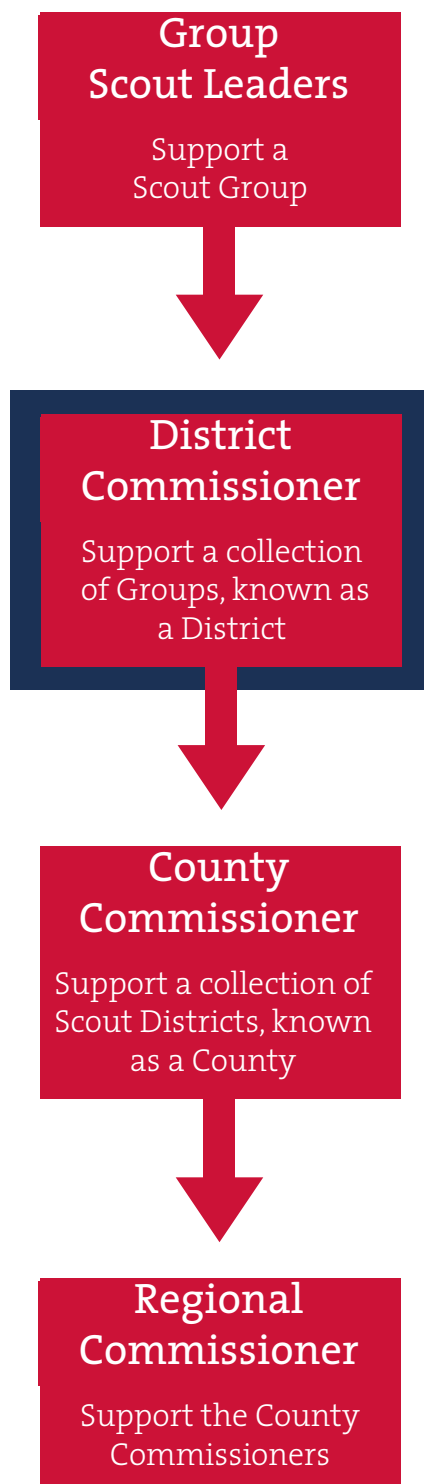
County Commissioner

Email: peter.oliver@merseysidescouts.com

Telephone: 01695 302 010



The management structure of Scouting is as follows:



GOOD SCOUTING MANAGERS

District Commissioners support other managers, known as Group Scout Leaders, and other volunteers. Adults at every level 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 District Commissioner will also provide direction for the District, 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.

CORE SKILL AREAS

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



1. Providing direction

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

2. Working with people

It is vital that a District Commissioner 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:

- integrity
- respect
- care
- belief
- cooperation

3. Achieving results

Good District Commissioners ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained within and between Scout Groups. Forging links within the local community is also an important aspect of development.

4. Enabling change

It is important for District Commissioners to encourage volunteers to think of creative ways to improve Scouting across the District. They should then provide the support to implement appropriate changes.

5. Using resources

A good District Commissioner will ensure that information and resources are available, helping volunteers across the District to continue to provide excellent Scouting opportunities to young people.

6. Managing time and personal skills

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

NEXT STEPS

Thank you for your interest in volunteering.

On pages 5 and 6, you'll find a role description and person specification. We have included these to help you establish if the role might be of interest to you; we'd still like to hear from you if you are interested but don't think you quite have all the desired or essential skills and experience.

There is also further information about Scouting on pages 7 and 8.

You can apply for the role yourself using the nomination form available on the County Website, [click here](#), and you can also use this form to nominate others.

Once completed, please return either via post or by email:

Postal Address:

Confidential DC Nomination
Merseyside Scouts
Spaces 301, Tea Factory, 82 Wood Street,
Liverpool L1 4DQ

Email:

governance@merseysidescouts.com

And finally...

We are also interested to hear from you if you have an idea of how you might wish to undertake this role in partnership with other volunteers, by sharing the responsibilities.

ROLE DESCRIPTION

ROLE OUTLINE:

To manage and support the Scout District to ensure it runs effectively, and that Scouting within the District develops in accordance with the rules and policies of The Scout Association. To ensure the District provides good quality Scouting for young people and proactively supports and manages adults in the District.

RESPONSIBLE TO: County/Area/Regional Commissioner(s) (or deputies, if appropriate).

RESPONSIBLE FOR:

- Deputy District Commissioners
- Assistant District Commissioners
- Group Scout Leaders
- District Explorer Scout Commissioner
- District Scout Network Leaders
- District Scout Active Support Managers
- District Scouters
- District Advisers
- Nights Away Advisers
- District Media Development Manager

APPOINTMENT REQUIREMENTS:

Must complete the relevant training (wood badge) within three years of taking up the role. Must be eligible for charity trustee status (as a member of the District Executive Committee).

MAIN TASKS:

- Ensure that the District thrives and has the best systems in place to support Groups, support all adult volunteers in the District, and to develop Scouting in the District
- Provide line management and support to adults in the District who directly report to you, including setting objectives for their work and holding regular reviews and one-to-one meetings.
- Produce a vision for the District and implement a development plan to meet that vision.
- Ensure that Scouting in the District is attractive to young people and adults from varied backgrounds.
- Ensure that the District has an adequate team of supported and appropriate adults, working effectively together and with others to meet the needs of the area.
- Ensure that problems within the District are resolved so that excellent Scouting is provided to young people.
- Work with County/Area/Regional Commissioner(s) and other District Commissioners to ensure that Scouting thrives.

Note: Some of the District Commissioner's tasks may be delegated to others in the District, including a Deputy District Commissioner, if appointed.

A more detailed role description can be found at: <http://bit.ly/2fo4Tc3>

PERSON SPECIFICATION

Knowledge and experience	Essential/Desirable
Ability to manage adults effectively	Essential
Understanding of the nature 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	Essential/Desirable
Good written and verbal communication skills	Essential
Provides advice and guidance effectively to others	Essential
Provides leadership for the District	Essential
Provides strategic direction for the District	Essential
Motivates adults volunteering in the District	Essential
Can build, maintain and facilitate effective working relationships with a wide range of people	Essential
Enables 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
Plans, 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	Essential/Desirable
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
Looking for an opportunity to have some great fun!	Essential

FUNDAMENTALS OF SCOUTING

The following outlines the fundamental values and methods of the Scout Movement, and explains why and how we run our organisation in the way we do.

THE PURPOSE OF SCOUTING

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

THE VALUES OF SCOUTING

As Scouts, we are guided by these values:

Integrity	We act with integrity; we are honest, trustworthy and loyal.
Respect	We have self-respect and respect for others.
Care	We support others and take care of the world in which we live.
Belief	We explore our faiths, beliefs and attitudes.
Co-operation	We make a positive difference; we cooperate with others and make friends.

THE SCOUT METHOD

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting. This will involve:

- Young people and adults enjoying what they are doing and have fun
- Taking part in activities indoors and outdoors
- Learning by doing
- Sharing in spiritual reflection
- Taking responsibility and making choices
- Undertaking new and challenging activities
- Making and trying to live by the Scout Promise.

YOUNG PEOPLE FIRST

The 'young people first' code of practice, or Yellow Card, sets out a code of acceptable behaviour for all adults in Scouting.

Every adult receives a Yellow Card as part of their ongoing training.

CODE OF BEHAVIOUR



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- Do** keep to this code at all times.
- Do** treat everyone with dignity and respect.
- Do** set an example for others to follow.
- Do** treat all young people equally – do not show favouritism.
- Do** plan activities that involve more than one other person being present, or at least are within sight and hearing of others.
- Do** follow the recommended adult-to-young-people ratios for meetings and activities.
- Do** respect a young person's right to personal privacy.
- Do** avoid unacceptable situations within a relationship of trust, for example a sexual relationship with a young person who is over the age of consent.

- Do** have separate sleeping accommodation for young people, adults and Young Leaders working with a younger section.
- Do** allow young people to talk about any concerns they may have.
- Do** encourage others to challenge attitudes or behaviour they do not like.
- Do** avoid being drawn into inappropriate attention-seeking behaviour, for example tantrums and crushes.
- Do** make everyone – young people, parents and carers, Young Leaders and other helpers – aware of our safeguarding arrangements.
- Do** remember this code at sensitive moments, for example when helping someone who has been bullied, bereaved or abused.
- Do** tell other leaders where you are and what you are doing.
- Do** remember someone else might misinterpret your actions, even if you mean well.
- Do** take allegations or concerns of abuse seriously and refer them to your Group Scout Leader or District Commissioner immediately.

- Do not** trivialise abuse.
- Do not** form a relationship with a young person that is an abuse of trust.
- Do not** drink alcohol when you are directly responsible for young people and never allow young people on Scouting activities to drink alcohol.
- Do not** allow abusive activities, for example initiation ceremonies or bullying.
- Do not** take part in inappropriate behaviour or contact, whether physical, verbal or sexual.
- Do not** take part in physical contact games with young people.
- Do not** make suggestive remarks or threats to a young person, even in fun.
- Do not** use inappropriate language when writing, phoning, emailing or using the internet.
- Do not** let allegations, suspicions or concerns about abuse go unreported.
- Do not** rely just on your good name to protect you.