

# Scout Active Support Unit Lead

## Role Description

<b>Outline</b>	The Tawd Vale SASU Lead is responsible for ensuring that the members of the team are utilised and that all records are maintained. They are the 'go to' person for support and advice for the volunteer team.
<b>Responsible to</b>	Centre Manager and County SASU Manager
<b>Responsible for</b>	All Tawd Vale volunteers
<b>Key Contacts</b>	Centre Manager, Duty Wardens, other volunteers team leads, other volunteers.
<b>Appointments process</b>	The SASU Lead role is a Manager of the Tawd Vale Scout Active Support Unit in Merseyside Scouts and must follow the process outlined by The Scout Association and Merseyside Scouts.  All volunteers at Tawd Vale must have a current DBS.  The Scout Association training scheme is followed by volunteers at Tawd Vale.
<b>Main tasks</b>	<ul style="list-style-type: none"> <li>• To ensure that all volunteers at Tawd Vale have a current DBS and to renew these as necessary.</li> <li>• To work with the Learning Training Manager to ensure that volunteers training logs are up to date and to arrange training support as required.</li> <li>• To liaise between the volunteers, team leads and centre manager to ensure that Team Tawd is happy and effective and to raise any issues with the wider team.</li> <li>• To arrange bi-monthly social events that are open to the whole team.</li> <li>• To regularly meet with the Centre Manager and other Team Leads.</li> </ul>
<b>Wider Tasks</b>	<ul style="list-style-type: none"> <li>• To contribute to the development of the centre, through making suggestions for improvements and new concepts.</li> <li>• To contribute to an evolving 'Jobs List' to be completed by working parties and duty wardens.</li> <li>• To be an active part of the wider volunteer team, supporting tasks as interest dictates.</li> </ul>
<b>Review Process</b>	This role is subject to annual review by the Centre Manager.