

A photograph of three young people, two boys and one girl, in a forest setting. They are wearing outdoor gear; the boy on the left is in a dark raincoat, the boy in the middle is in an orange hoodie and a Scout neckerchief, and the girl on the right is in a pink jacket and a Scout neckerchief. They are gathered around a campfire with bright orange flames in the foreground. The boy in the middle is holding a long stick and gesturing with his hand. The background shows a rustic wooden structure and trees.

Shape the future of Scouting in County Durham

Team Leader
Programme Team
Volunteer Vacancy Pack



Introduction

It is an exciting time to be involved in Scouting, as we progress our Transforming the Volunteering Experience project in order to change the way we volunteer to enhance and deliver skills for life to young people.

As County Programme Team Leader you will take the lead in creating and shaping the Programme Team. You will be joining a team of talented Team Leaders of our other Key areas – Support and Volunteer Development-focused volunteers who are all passionate about bringing a brilliant Scouting experience to our Adult Volunteers..

The role of County Programme Team Leader is a demanding one, but we believe that it is critical to our success as well as being a highly rewarding challenge for the right volunteer. We are looking for individuals who can lead and inspire their team by being a great coach, critical friend and motivator. This is a senior manager role within Durham Scouts and comes with significant responsibilities. It also offers a unique opportunity to make a real impact on the lives of our Adult Volunteers in our County through building, nurturing and leading a team to deliver our shared vision. This role provides the opportunity to be at the forefront of our continued success within Durham Scouting.

How to apply or nominate someone

Process

Thank you for your interest in volunteering as County Programme Team Leader. On the following pages you will find more information about the role, as well as what the team is all about and what's in it for you as a volunteer joining us.

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

A search group has been put together to oversee this process and will review all applications and nominations in order to make decisions as to who to invite to attend the Conversation stage of this process.

Key dates

The closing date for applications is midnight on Friday 9th February 2024

Conversation dates: w/C 5th March 2024 onwards

Further information

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

Greg Piskosz – County Transformation Lead

Email: greg.piskosz@durhamscouts.org.uk

07930432573

Why would I want to volunteer as a County Programme Team Leader?

You **enjoy**:

- helping Districts, Groups and Sections work together
- assisting others in running high-quality programmes
- mentoring and developing others

You're **great** at:

- creating networking opportunities
- giving expert guidance on how to run programmes
- finding skilled people to help run adventurous activities
- reviewing and approving activities and permits

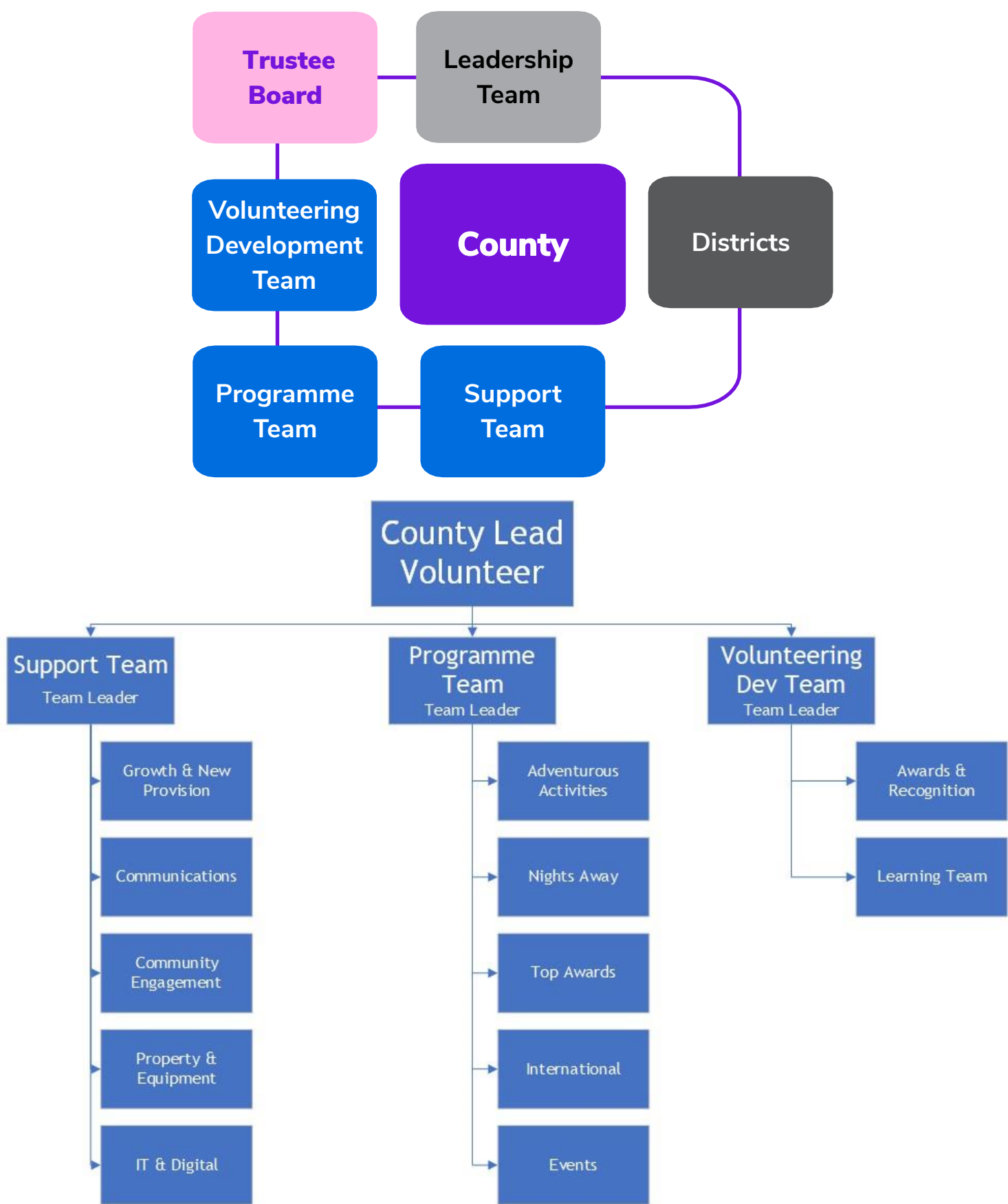
Whilst volunteering as a County Team Leader can be challenging at times, it is also incredibly rewarding. You will be able to really develop and hone your leadership skills by managing a team of volunteers across the breadth of County Durham. Leading and managing volunteers provides so much more opportunity and experiences than with employees, what you can gain by doing this really well can be a **great asset for your professional life** as well as in Scouts. The issues and challenges that you find ways to tackle will stretch you as an individual and as a leader and you'll find yourself **discovering new things that you are capable of achieving**.

If you **get a kick out of seeing things happen**, achieving success and making a positive impact to a wide audience then the County Programme Team, Leader role definitely provides all of that.

And if you're reading this thinking that it all sounds quite exciting and something you'd quite enjoy doing, but maybe you're worried about the timing or you might think there is someone else who would be better for the role, ask yourself **if not me, then who? If not now, then when?**

We welcome applications from all members of Durham Scouting and beyond. Age and experience are no barrier, we will provide support, guidance and learning opportunities for the successful candidate. We especially welcome applications from young people (18-25) and from BME communities. We are committed to Equity, Diversity and Inclusion in everything we do.

County Team Structure



The role – County Programme Team Leader

Outline:

The County Programme Team supports District and Section programmes when activities or events are best done at County scale. They help volunteers with their assessments for adventurous activity permits.

Each team can have at least one Team Leader. Team Leaders work with Team Members to share tasks out and make sure the team runs smoothly. They will Create a positive team environment and.....

- Agree how Team Description tasks are shared among Team Members by considering their skills, interests, and availability.
- Make sure the team puts young people at the heart of what they do, so they can create inspiring teams and brilliant programmes.
- Make sure the team is open and inclusive, and adapt team activities and tasks to be accessible to everyone.
- Make sure everyone in the team is safe and following safety and safeguarding procedures.

Appointed by: County Lead Volunteer, Durham Scouts, via a search process, followed by a Conversation

Responsible to: County Lead Volunteer, Durham Scouts

Responsible for: Programme Team Members

Main contacts: Support Team Leader, Volunteer Development Team Leader, County Leadership Team, County Trustee Board, Lead Volunteers in our Districts.

Key tasks: Manage your team to accomplish the following Tasks

Set up events in the County

- Organise events for the County when District Programme and Section Teams decide they're needed.
- Set up networking and peer support for District Programme and Section Teams at County scale.
- Create the leadership team for County-wide international trips.
- Support with Top Awards, the King's Scout Award and Duke of Edinburgh's Award so District 14-24 Teams have the chance to create amazing experiences.

Help Sections within the County to improve their programmes

- Make sure volunteers across the County can do their assessments for activity permits easily.
- Help volunteers access the training to get the skills for an activity permit or to be an assessor.
- Make sure there are enough assessors to cover activities in the permit scheme for volunteers across the County.
- Check the County Programme Team meets the 'Minimum Standards' and 'Good Practice' areas in the 'Activity Permit Scheme - Self-Moderation.'

Approve County activities and permits (when delegated by the Lead Volunteer)

- Visits abroad
- Adventurous Activity Permits
- Nights Away Permits

Terms of appointment

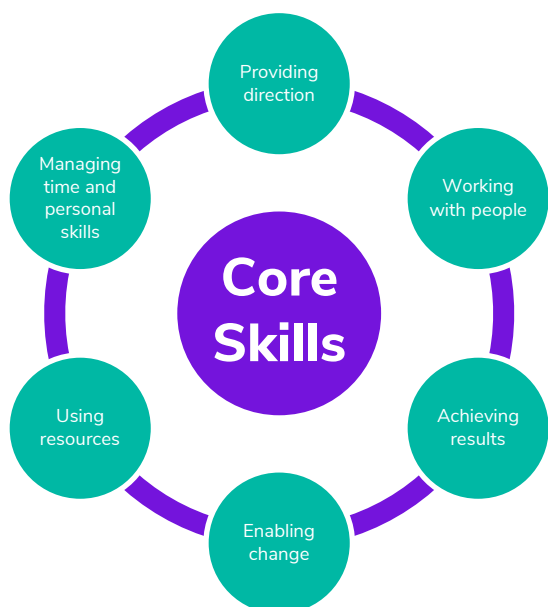
The initial length of appointment is at the discretion of the County Lead Volunteer - Durham Scouts, through discussion with the appointee, and is usually for a period of one to three years initially before a formal appointment review. Renewal and continuation of appointment is at the discretion of the County Lead Volunteer and appointment reviews may be conducted at any time at the request of the role-holder and/or County Lead Volunteer.

The current vacancy

We're currently looking for a County Programme Team Leader. This is a management role, and we need someone who can provide leadership, motivation and guidance to their Team Members.

Core Skill Areas

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



1. Providing direction

A good County Team Leader will create a vision for Scouting in the County, and provide clear leadership to implement that vision.

2. Working with people

It is vital that a County Team Leader 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 County Team Leaders ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained within and between Scouting Districts. Forging links within the local community is also an important aspect of development.

4. Enabling change

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

5. Using resources

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

6. Managing time and personal skills

A good County Team Leader should use their time effectively, be willing to continue to learn, improve their skills.

Person specification

Knowledge and experience:	
Ability to lead, manage and motivate people in a voluntary environment.	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 volunteering in a manager/supporter role in Scouting (e.g. Group Scout Leader, District Commissioner or other District/County role)	Desirable
Experience of finance and budgets in a Scouting context and / or willingness to learn	Desirable
Skills and abilities:	
Excellent ability to communicate effectively, orally and in writing including ability to speak and present publicly in a clear, articulate and motivating way	Essential
Ability to provide advice and guidance effectively to others	Essential
Ability to provide inspirational strategic leadership for the County	Essential
Ability to contribute to strategy development and identify practical actions to achieve strategic objectives.	Essential
Ability to effectively chair meetings.	Essential
Can build, maintain and facilitate effective working relationships with a wide range of people	Essential
Ability to 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
Plans, manages and monitors own tasks and time	Essential
Can construct and implement long-term plans that improve and expand the Scouting Experience offered to Adult Volunteers.	Essential
Ability to use technology, especially mobile email, to carry out a range of tasks (confident in Microsoft Word, Excel and PowerPoint).	Essential
Personal qualities:	
An understanding of the needs of adult volunteers	Essential
Flexible approach	Essential
Able to work as part of a team and promote good teamwork	Essential
Resourceful, energetic, enthusiastic and self-motivated about the job	Essential
Acceptance of the fundamentals of the Scout Movement	Essential



Expressions of interest & Nominations

To let us know you're interested in getting involved please add your details to this quick Expression of Interest Form and Diversity Monitoring Form. If you can't use the online form, get in touch with us using the details below. As well as your contact information, there's space for you to tell us a bit about why you want to become part of the Programme team, and to highlight skills and experience you think are helpful.

<https://forms.office.com/e/ex0v9kM5VT?origin=lprLink>

If you would like to nominate someone else please complete this Nomination form. Similar to the Expression of Interest Form there is space for you to tell us why you think the person you are nominating would be great in the role.

<https://forms.office.com/e/uy3dAW9wBT?origin=lprLink>

Further information

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