

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 holding a large stick, and the girl on the right is in a pink jacket. In the foreground, a campfire with bright orange flames is burning. The background shows a rustic wooden structure and dense trees.

Shape the future of Scouting in County Durham

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

The role of County Volunteer Development 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 Volunteer Development 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 February 9th 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 Volunteer Development Team Leader?

You **enjoy**:

- recruiting and welcoming new volunteers
- being a helping hand for volunteers
- guiding volunteers through their learning

You're **great** at:

- celebrating volunteers achievements
- making sure volunteers have the skills they need
- keeping volunteers motivated as they complete their learning
- finding brilliant volunteers
- giving a great welcome and induction

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**.

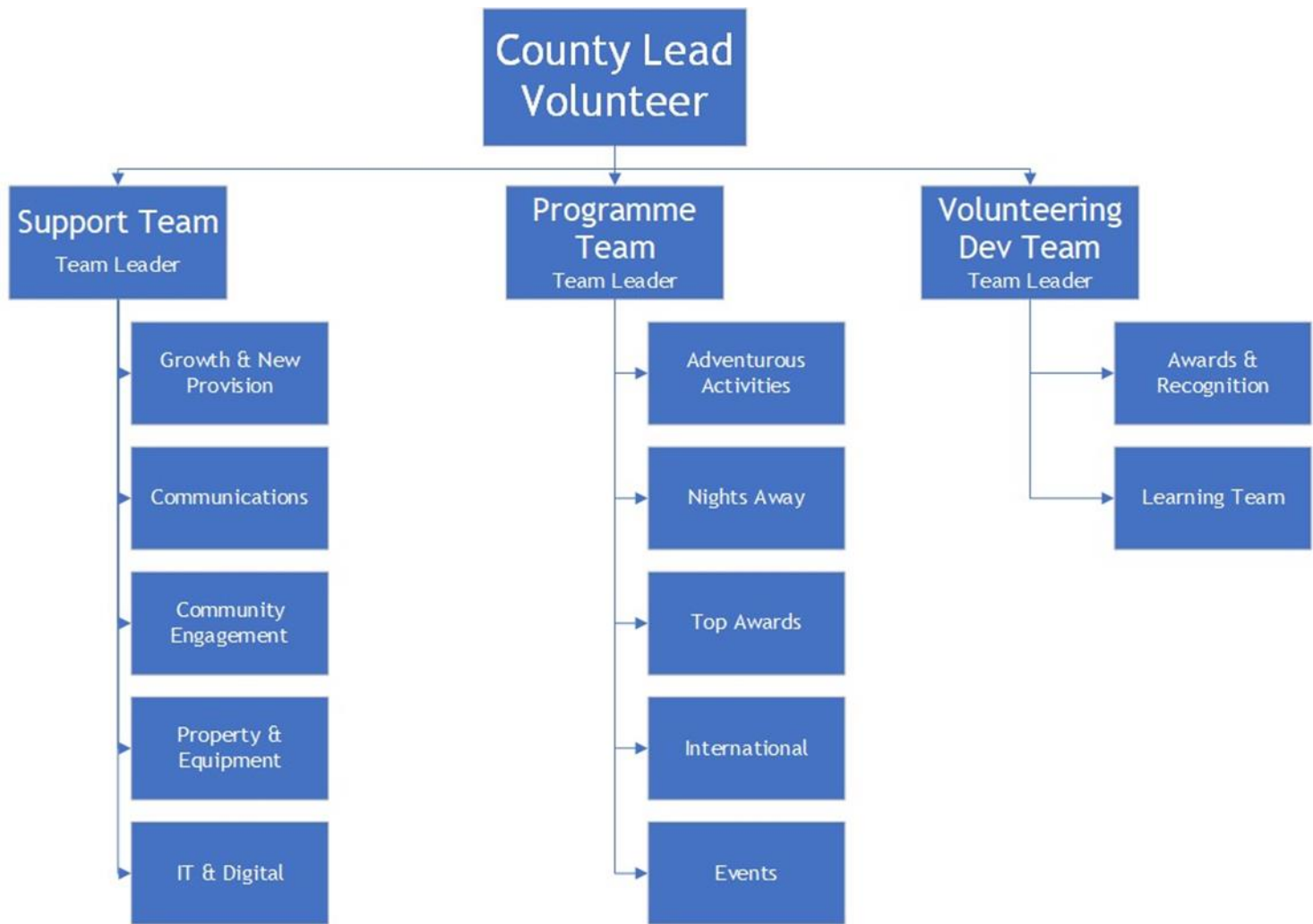
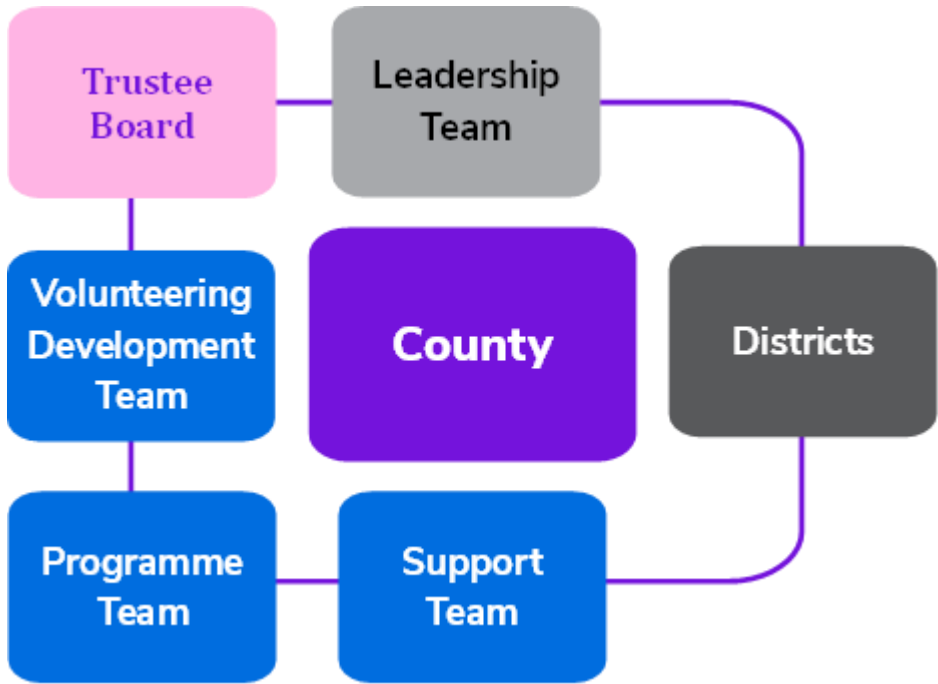
This role is all about people and one of the incredible benefits of volunteering in any role in Scouts, but even more so as County Volunteer Development Team Leader, is the teams of people you get to work with. You **get to inspire, motivate, shape and develop this team**, building friendships and establishing a sense of camaraderie focused around our mission for transforming the Volunteer experience..

If you **get a kick out of seeing things happen**, achieving success and making a positive impact to a wide audience then the County Volunteer Development 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 Volunteer Development Team Leader

Outline:

The County Volunteer Development Team makes sure all volunteers in County teams and the County as a whole have a fantastic volunteering experience. By doing so, they'll make it easy for people to join and learn new skills.

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

Key tasks:

Manage your team to accomplish the following Tasks

Attract and welcome new volunteers to County teams

- Use Scouts branded resources to attract new volunteers.
- Reply quickly and positively to possible new volunteers.
- Make sure new volunteers are welcomed easily and smoothly.
- Introduce new volunteers to District Lead Volunteers and members of County Teams.

Help Sections within the County to improve their Volunteer Developments

Make sure volunteers are well-supported

- Help and encourage County Team Leaders to regularly check in with their Team Members to make sure they're enjoying volunteering.
- Make sure all County Teams (including District Lead Volunteers) follow our approach to safe volunteer recruitment, appointment, reviews, and processes for leaving Scouts.

Help volunteers in County teams with learning

- Make sure volunteers across the County can access relevant Managers and Supporters training
- Help volunteers find and engage in opportunities for learning and development.
- Coordinate Scouts learning that needs to be delivered by an accredited trainer – including coordinating and supporting the trainers

- Use the learning delivery materials developed by Scouts (e.g. training sessions, workshops, activities, etc.), and make changes (when necessary) so activities are accessible for everyone.
- Help volunteers connect across the County and beyond to learn, share best practices and overcome shared challenges.
- Set up helpful learning opportunities with external organisations, if it's relevant and helpful for volunteers.
- Make sure volunteers can be recognised for prior learning and experience, and have it credited in their records.
- Learn from people in other Volunteering Development Teams.

Recognise volunteers

- Recognise and show appreciation for volunteers' brilliant work, formally and informally.

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 Volunteer Development 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>

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