



County Programme Team – Sub Teams

Adventurous Activities

Responsible to : County Programme Team Leader

Responsible for :

- Supervision of Sub Team Members
- Ensuring volunteers across the County can do their assessments for activity permits easily.
- Help volunteers to access the training required to get the skills for an activity permit or to be an assessor.
- Ensure there are enough assessors to cover activities in the permit scheme across the county.
- Support Districts with the delivery of adventurous activities.
- Ensure the electronic recording of permits is accurate and timely.
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Programme Team Leader on Activity permit status

Nights Away

Responsible to : County Programme Team Leader

Responsible for :

- Supervision of Sub Team Members
- Work with Team Leaders and Lead Volunteers across the county to ensure nights away events are taking place
- Provide advice and support for volunteers wishing to gain nights away permits
- Provide advice and support to District nights away assessors
- Ensure the electronic recording of permits is accurate and timely.
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Programme Team Leader on Nights away activity



Events

Responsible to : County Programme Team Leader

Responsible for :

- Supervision of Sub Team Members
- Organise events for the County when District Programme and Section Teams decide they're needed.
- Consult regularly with County Team Leaders and Lead Volunteers to ensure that the County Programme of events is fit for purpose
- Provide detailed event plans and risk assessment for all County managed events.
- Provide advice and support to Districts for events.
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Programme Team Leader on County events activity

Top Awards

Responsible to : County Programme Team Leader

Responsible for :

- Supervision of Sub Team Members
- Promote, support and celebrate all Sections with Top Awards, Duke of Edinburgh's Award, Young Leaders, and YouShape Awards so District Programme and 14-24 Teams have the chance to create amazing experiences
- Manage the County D of E Programme
- Support Districts with the delivery of any Top Award specific programmes
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS



International

Responsible to : County Programme Team Leader

Responsible for :

- Supervision of Sub Team Members
- Horizon scan for International experiences that can be disseminated across the county
- Provide advice and support to Lead Volunteers and District Group Team Leaders on International experience planning and delivery
- Signing off on event plans and Risk Assessments for any International experience at all levels across the county
- Create and manage the Leadership Team for any County wide international trips
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Programme Team Leader on County International events activity



County Support Team – Sub Teams

Growth & New Provision

Responsible to : County Support Team Leader

Responsible for :

- Supervision of Sub Team Members
- Work with the Regional Growth & Development Team to explore potential areas of growth
- Provide advice and support to Lead Volunteers on Growth & Development Initiatives
- Create and look after relationships with other organisations that can help Scouts grow locally
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Programme Team Leader on County Growth & Development activity

Communications, IT & Digital

Responsible to : County Support Team Leader

Responsible for :

- Supervision of Sub Team Members
- Manage the County Website ensuring content is relevant, in date
- Manage the County Social Media platforms
- Ensure a consistent approach to all communications across the County
- Create a positive image of Scouts in the local community. For example, through local media.
- Support the county IT Infrastructure
- Provide advice and support to Lead Volunteers with District Communications
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Support Team Leader on Comms and IT activity



Community Engagement

Responsible to : County Support Team Leader

Responsible for :

- Supervision of Sub Team Members
- Actively seek opportunities to cultivate relationships with other organisations
- Support the County and Lead Volunteers on HQ initiatives such as Million Hands and Big Help Out
- Liaise with Communications, IT & Digital sub team leader to ensure effective media exposure to relationships with other organisations
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Support Team Leader on Community engagement activity

Property & Equipment

Responsible to : County Support Team Leader

Responsible for :

- Delegated Moor House Management Board



County Volunteer Development Team – Sub Teams

Awards & Recognition

Responsible to : County Volunteer Development Team Leader

Responsible for :

- Supervision of Sub Team Members
- Regularly review opportunities to recognise and appreciate our volunteers for their brilliant work.
- Support the County Lead Volunteer with recommendations for Awards and recognition.
- Support District Lead Volunteers recommendations for Awards and recognition
- Act as the recipient for All County Awards citations and associated insignia
- Liaise with Communications, IT & Digital sub team leader to promote Awards and recognition received by volunteers.
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Volunteer Development Team Leader on Awards & Recognition activity

Learning

Responsible to : County Volunteer Development Team Leader

Responsible for :

- Supervision of Sub Team Members
- Make sure volunteers across the County can access relevant Managers and Supporters Learning
- Help volunteers and Young Leaders 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 District and beyond to learn, share best practices and overcome shared challenges.
- Set up learning opportunities with external organisations (if relevant and helpful).
- 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.
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Volunteer Development Team Leader on Learning activity.

Welcome Conversation

Responsible to : County Volunteer Development Team Leader

Responsible for :

- Supervision of Sub Team Members
- 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.
- Ensure all Sub Team members are compliant with regard to mandatory training and DBS
- Provide regular reports to the Volunteer Development Team Leader on Welcome Conversation activity.