

First Aid Adviser

Durham Scouts

Vacancy Pack and Role Description



Durham Scouts

ABOUT US



Durham Scouts is a Scout County with over 6,000 youth members and 1,400 adult leaders. We operate across County Durham, Gateshead, South Tyneside, Sunderland and Darlington, supporting the delivery of Scouting across the 105 Groups, 40 Explorer Scout Units and the 14 Scout Districts. Each week there are 350 section meetings at the 100+ locations where our young people meet, providing over 1,000 hours of Scouting activities for young people.

SUPPORTING ADVENTURE



Durham Scouts are responsible for supporting the delivery of active and adventurous programmes for 6 and 7-year-old Beaver Scouts, 8 to 10-year-old Cub Scouts and 10 to 13-year-old Scouts organised in Scout Groups and 14 - 17-year-old Explorer Scouts and 18 – 25-year-old Scout Networks organised in Districts.

In all sections the focus is on the delivery of a balanced yet exciting programme with a focus on developing skills for life through outdoor activities and adventure.



YOUTH FOCUS

Through our YouthShaped initiative we reflect the fact that Scouting is a youth organisation led by young people and supported by adults.

Young people are at the heart of our decision making with respect to programme, events and competitions and influence our development strategies, local objectives, priorities and governance.



FIRST AID

First Aid in the county is important. Most of our 1,400 adult volunteers need regular first aid training and it's an important part of our youth training programme – a real Skill for Life.

With more than 1,000 people attending, it's also essential that we can provide high quality, cost effective first aid cover our regular large scale events.



FIND OUT MORE

To find out more about us, please visit our websites at
www.durhamscouts.org.uk

Thank you for considering the role of First Aid Adviser, or nominating someone you think would be good for the role, it will make a huge difference to the lives of our 2,000+ members.

NEW TO SCOUTING?

WHO WE ARE

Every year we help 450,000 young people in the UK enjoy new adventures; to experience the outdoors, interact with others, gain confidence and reach their full potential. And it's not just young people who can get in on the action. Working alongside our youth members are thousands of adult volunteers, with a huge variety of roles and opportunities available.

To find out more go to www.scouts.org.uk.



VOLUNTEERING

Volunteering for us is easy, fun and offers many opportunities for gaining externally-recognised qualifications. Why not strengthen your CV while making a real impact on the lives of young people? How much time you give is up to you, and you don't need any previous experience.

We have a huge variety of roles to suit everyone, and whatever you choose, we'll make sure you're properly trained and supported.

WHO ARE YOU?

We're looking for someone with management skills who can provide leadership, support, motivation and inspiration to volunteers. As First Aid Adviser you will take the lead in first aid standards in the county, ensuring that all of our first aid activities are based on up-to-date good practices..

WHO YOU WILL WORK WITH

The County Commissioner line manages and supports the First Aid Adviser, who works with other members of the County Team.

Specifically, the First Aid Adviser leads and manages the county First Aid Team (Scout Active Support Unit), who provide important first aid cover at large scale county events. The First Aid Adviser coordinates with external first aid organisations on current good practices and provides advice to other adults in the Scout County on the teaching of first aid to our youth members.

In addition, the First Aid Adviser works with the County Training Manager and County Administrator to assure the quality of First Response training across the Scout County and to organise and schedule the delivery of First Response and Adventurous Activities (Full) first aid training by the county.

THE SCOUT INFORMATION CENTRE

T: 0845 300 1818

T (direct): 020 8433 7100

F: 020 8433 7103

E: info.centre@scout.org.uk

W: www.scouts.org.uk

ROLE DESCRIPTION

This vacancy is for First Aid Adviser to Durham Scouts, which operates in County Durham, Gateshead, South Tyneside, Sunderland and Darlington. At the last annual census we had over 6,000 youth members between the ages of 6 and 18 involved in our Beaver, Cub, Scout, Explorer and Young Leader sections. We have over 1,400 adult volunteers, who undertake roles including working directly with young people, adults who manage and support other adults, adults who are experts in programme and activity areas, adults who support elements of the programme through Scout Active Support Units, as well as the Scout Network which provides development activities for adults aged 18-25.

The First Aid Adviser, working in tandem with members the First Aid Team, coordinates support for first aid training and guidance in the county and will be supported by the County Commissioner, David Stokes, the County Team and County Executive Committee.

The First Aid Adviser works in partnership with the First Aid team and the wider County Team to define County first aid policies and to manage and coordinate the practical delivery of first aid training.

A key purpose of the role is to improve the level of support provided to our membership in all areas of first aid, including aid support at events. This will be achieved through the recruitment and management of a County Scout Active Support Unit – the First Aid Team.

Responsible to:

County Commissioner.

Responsible for:

First Aid Team Scout Active Support Unit

Main Contacts:

Other County Team members, specifically the County Training Manager and County Administrator, members of the First Aid Team, external first aid organisations.

Appointment requirements:

The completion of a Manager and Supporter Wood Badge relevant to the First Aid Adviser appointment.

Main Role Responsibilities

The First Aid Adviser will support the development of first aid good practices across the County by:

- Providing guidance, advice and up-to-date information to all members of the county in matters of first aid, consulting with external organisations where applicable
- Working with the County Training Manager and County Administrator to schedule and coordinate county delivered First Response and Full (Adventurous Activities) first aid training in accordance with the county training programme
- Working with the County Training Manager to define and assure adherence to minimum standards for district delivered First Response training
- Recruiting, managing and supporting the County First Aid Scout Active Support Unit – the County First Aid Tea (see below)

The County First Aid Team

The County First Aid Team are a County Scout Active Support Unit (SASU) made up of volunteers with specialist knowledge or specific interests in one or more aspects of first aid.

The First Aid team:

- Support the delivery of First Response training in the county
- Provide first aid cover for large county events.
- Provide first aid cover for large district events
- Support the organisation and delivery of the Vauz Ambulance Shield first aid competition for the Scout section
- Support the county First Aid Adviser in providing support and guidance to other adults in the county

Personal Specification

The First Aid Adviser must:

- Have a good understanding of first aid good practices, including technical knowledge and the training of adults and young people
- Be able to build a positive and active relationship with the County Team and other adults in the county
- Be enthusiastic, proactive and able to enthuse others about first aid
- Be able to travel across the County and have the time necessary to undertake the role effectively.
- Have good written and oral communication skills
- Be computer literate
- Be able to work well in meetings when needed
- Possess good presenting and facilitating skills
- Be articulate
- Be persuasive
- Be able to work within predefined limits (for examples timescales and budgets)
- Accept the policies and rules of The Scout Association
- Willing to become a member, take The Scout Association Promise and wear the Scout Uniform
- Accept and promote Scouting's fundamentals and the implementation of the youth programme

Role Share

We are looking to appoint a First Aid Adviser

Potential candidates are encouraged to consider role share applications, whereby two or more persons share the responsibilities of the First Aid Adviser, with each undertaking the responsibilities to which they are best suited.

Applications are welcomed from a small group of people who already possess a good idea of how they could work with each other to fulfil the responsibilities of the First Aid Adviser or from individuals willing to use their skills and experience as part of a small team..

Nomination form for First Aid Adviser, Durham

If you think you know just the right person for this role, or are interested in the role yourself, please complete the nomination form below, it should then be sent to Durham Scout County Office via:

- E-mail: admin@durhamscouts.org.uk
- Post: The County Administrator, Durham Scout County, Moor House Adventure Centre, Rainton Gate, Houghton-le-Spring DH4 6QY.

You can also nominate online using our form at <https://www.durhamscouts.org.uk/about-us/> (please be sure to select the correct vacancy). Please note that the closing date for receipt of nominations is **21st December 2018**.

Name of person you are nominating	
Their address	
Their telephone number	
Their e-mail address	
Their Scout Association membership number (if appropriate and known)	

Please explain why this person is suitable for this role, including relevant professional and voluntary experience from inside or outside Scouting (refer to role description).

Please describe the relevant skills that this person has for the role (refer to role description).

Please outline why you felt motivated to complete the nomination/self-nomination.

Your name:	
Your telephone number:	
Your e-mail address:	