

**VOLUNTEER
VACANCY PACK
ASSISTANT DISTRICT
COMMISSIONER
(SECTION)**

ABOUT SCOUTING



Every year we help 400,000 Young People in the UK enjoy new adventures; to experience the outdoors, interact with others, gain confidence and have the opportunity to 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 visit www.scouts-scotland.org.uk

Volunteering With Us



Volunteering with 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.

How You Can Help



We're looking for someone to provide support to grass-roots volunteers working directly with young people. Want to give something back to the community? As Assistant District Commissioner (Section) you will support and guide adults and help them deliver the best possible Scouting to young people.

Up For The Challenge?



Thank you for your interest in volunteering with The Scout Association. Contained in this pack is a role description and person specification for the role above. If you think you are the right person for this role, or if you know someone who might be, please complete the nomination/application form at the end of the document and return it to the address at the bottom of the form. If you would like more information or if you'd simply like to discuss the role please get in touch with:

Name: Phone:
Email:

Scottish Headquarters

Tel: 01383 419 073

Email: shq@scouts-scotland.org.uk

Web: www.scouts-scotland.org.uk

Facebook: www.facebook.com/scottish.scouts

Information Centre

Tel: 0845 300 1818

Email: info.centre@scouts.org.uk

Web: www.scouts.org.uk

Facebook: www.facebook.com/scoutassociation

ROLE DESCRIPTION

Assistant District Commissioner (Section)

This vacancy is for

Name of Scout District	
Located	

This District has

Number of Young People	
Number of Adults	
Number of Groups	

The District Commissioner is	
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Purpose of the role

The Assistant District Commissioner (Section) is a key role which has responsibility for ensuring that adult leaders working directly with either our Beaver, Cub or Scout Sections are supported and that a quality programme is being delivered to the young people.

Responsible to

District Commissioner

Main Contacts

District Commissioner, Scottish Headquarters
Commissioner (Section), Scottish Headquarters Section Support Team, UK Adviser for the Section, Regional Commissioner, Assistant Regional Commissioners, District Team (including other Assistant District Commissioners), District Executive, Group Scout Leaders, Assistant District Commissioners from other Districts, Section Leaders in District, schools and other youth organisations

Appointment requirements

- Understand and accept The Scout Association's policies
- Satisfactory PVG clearance
- Completion of a Wood badge (training modules 1, 2, 4, 5-11, 12, 19, 21-23, 26)

Main Responsibilities

- Ensuring the effective operation of the Section within the District
- Ensuring that a good quality programme is delivered to young people
- Contributing as part of the District Team both in terms of the management and development of Scouting within the District
- Contributing where appropriate to working groups etc. set up at a local, Regional or Scottish level
- Promoting and maintaining the policies of The Scout Association

Core Tasks

- Ensure purpose, method, policies and programme are carried out through the Section in the District
- Develop, sustain and grow the section, engaging others in the required tasks and activities. This includes monitoring waiting lists throughout the District and supporting the transfer of young people to and from the Section.
- Support all leaders in the Section to deliver a balanced programme
- With fellow Assistant District Commissioners support GSLs in providing a balanced programme across the 6-14 age group
- Working as part of the District Team, ensure that opportunities exist for transition between all Sections across the 6-25 age range.
- Co-operate with the District Commissioner to support all Leaders and Commissioners in matters relating to the Section and its Leaders
- Promote and encourage the Section in the implementation of all policies of The Scout Association, especially the key policies laid down in Policy, Organisation and Rules, Chapter 2
- Maintain a working relationship with the District Commissioner, other Commissioners within the District, and other Assistant District Commissioners with the same role in other Districts
- Work in partnership with the District Commissioner in the management of the District and the Section's programme and activities
- Maintain contact relevant to the Section age group in the local community
- Promote the Section's Scouting to the local community
- Support the District Commissioner in the development of the District

Nomination and application form

Assistant District Commissioner (Section)

If you think you know just the right person for this role, or are interested in the role yourself, please complete the form below

Name of nominee or applicant		
Address		
Telephone	Daytime	Evening
Email		
Membership number		

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

Please outline why you felt motivated to complete the nomination/application

Please complete this section if you are nominating someone else for this role

Nominated by		
Address		
Telephone	Daytime	Evening
Membership number (if applicable)		Date

This form should be returned to _____ by _____