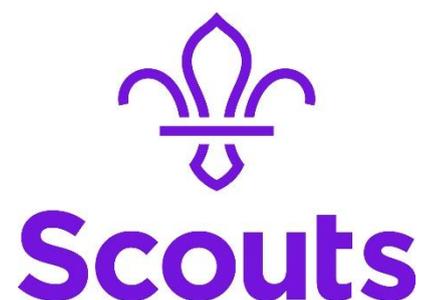




Programme Assurance Volunteers

Applicant Information Pack



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About us

Overview of Scouting

We are the UK's biggest mixed youth organisation. We change lives by offering 6 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Our members gain valuable skills for life including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.



What do Scouts do?

Scouts take part in a wide range of activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming or even how to fly a plane. There's something for everyone. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

What do volunteers do?

This everyday adventure is only possible thanks to our team of adult volunteers, who support Scouts in a wide range of roles from working directly with young people, to helping manage a local community based Group, to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship.

Our award winning training scheme for volunteers means that adults get as much from Scouts as young people. Our approach focuses on what you want to get out of volunteering with Scouts, while respecting how much time you can offer. Over 90% of Scout volunteers say that their skills and experiences have been useful in their work or personal life.

Key facts and figures

The Scouts is a UK charity founded in 1907 and now boasts a membership of over 620,000 young people and adult leaders. We are the largest mixed youth movement in the UK. Scouting activity is delivered through 7,000-plus community based Scout Groups nationwide.

Scouting is widely recognised and is one of the most trusted charities in the UK, giving it a significant level of influence and responsibility. Scouting's greatest strength lies in its grass roots. It is locally that Scouting is best able to identify and work directly with young people most in need.

We believe that through the everyday adventure of Scouting, young people and adult volunteers regularly experience new challenges that enrich and change their lives.

The current focus for the Trustees and those in Scouting in the UK is delivering our strategic vision.

Our strategy

A new strategic plan for Scouting across the UK is currently nearing completion to secure a strategic direction through to 2023 and to grow on the success of the current plan. Team UK (the team of commissioners that leads Scouting across the UK) will play a key part in leading the delivery of this strategy. More details on the work towards our new plan are available at www.scouts.org.uk/ourplan



By 2023 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Further information on our strategic objectives are provided on our website at www.scouts.org.uk/ourplan

Scouting's fundamentals

Our mission

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Our values

As Scouts, we are guided by these values:

Integrity

Respect

Care

Belief

Co-operation

Further information on our fundamentals, including details of our values, are provided on our website at

<http://scouts.org.uk/about-us/key-policies/fundamentals-of-scouting/>



Scouting's key policies

In common with all members in Scouting, the Manager of the National DofE Training Scout Active Support Unit is required to promote and follow our key policies. The policies cover:

Child Protection

Equal Opportunities

Religion

Safety

These policies are fully explained on our website at <http://scouts.org.uk/about-us/key-policies/>

The role

Overview

The Programme Assurance Team, is a key team in supporting the ongoing review of rules and regulations, guidance for adventure and activities and reviewing developing programme content.

Role description

Purpose:

- To support the Volunteer Head of Compliance to ensure that all areas of the programme remain compliant and that the outcomes of the #SkillsForLife strategy become a reality.
- To support the development of new resources in line with the #SkillsForLife Strategy, in particular - Programme of Work 1 - Digital Programme Planning.
- To lead and support the activity, rules and guidance rolling review process.
- To interact with and represent The Scout Association on National Governing Bodies and external agencies as required.

Responsible to:

- UK Commissioner Programme Assurance

Responsible for:

- Volunteer Head of Compliance

Internal contacts:

- Team UK members
- UK Commissioner Programme Assurance
- Volunteer Head of Compliance
- National Safety Manager

External contacts:

- Activity National Governing Bodies

Key tasks:

-

Time commitment:

- Attendance at Team Meetings, we expect most of these to be online meetings, however on occasion they may be in person.
- Represent the Scout Association at external meetings (including National Governing Bodies) as required.
- Approximately four hours per week to manage administration (email and telephone calls primarily) and the development / checking of resources for POW1 - Digital Programme Planning.

Terms of appointment:

This appointment is reviewed annually.

Expenses:

All out of pocket expenses will be reimbursed in accordance with the Scouts expenses policy. Expenses should be agreed in advance with the line manager.

Person specification

Skills and abilities:

- Able to develop effective relationships (both within the Movement and with specialist organisations).
- Able to negotiate and represent the views of The Scout Association rather than their own.

- Able to interpret the rules and guidance of The Scout Association.
- Across the team, we require experience of a range of activities (such as Hill Walking, Climbing, Nights Away etc..) and of all sections (Beavers, Cubs, Scouts etc). Applicants should indicate which areas they have experience in.
- A willingness to promote the agreed, corporate viewpoints rather than perpetuate their own views.
- Have the time available, amongst other commitments to commit to the workload.
- Ability to meet deadlines.
- An understanding of The Scout Association rules and guidance.
- An understanding of the structure and working practices of The Scout Association.
- Agreement with The Scout Association's purpose, method and programme.
- Understanding of The Scouts values and policies
- A commitment to the philosophy of providing safe activities for young people.
- Personable and approachable
- Contactable via telephone and e-mail
- An appreciation of the requirement to communicate with others – as part of a two-way process.
- Be able to travel to meetings at Headquarters and elsewhere, as may be required

Knowledge and experience:

Personal qualities:

How to apply

Key dates

- This team have open and ongoing applications.
- If you application is successful, telephone interviews will take place at a suitable time for both applicant and line manager.

Process

Please fill in the application form and send it to activities@scouts.org.uk. Please ensure you read the person specification section and make it clear in your application how you meet these.

Further information

If you require further information about the process or the roles, please contact andrew.caffrey@scouts.org.uk.