

A group of Scouts in green uniforms are playing a game in a church. A young boy in a blue shirt is lying on the floor, reaching into a white plastic laundry basket that is upside down. The basket is filled with colorful balls. Other Scouts are kneeling around the basket, watching the game. The background shows the interior of a church with wooden pews and a stained glass window.

Lead and help shape the  
future of Cambridge Scouting

Lead Volunteer  
Cambridge District Scouts

Volunteer Vacancy Pack –  
29.03.2024



# So what's in it for you?

Are you passionate about making a real difference to young people in Cambridge?

Leading and supporting volunteers can offer so much more opportunity and experiences than with employees. What you can gain by doing this really well [can be a great asset on your CV for your professional life](#) through the amazing extra skills that you will gain.

New to Scouting? That's no problem, we will teach you everything you need to know.

## How much time will be needed?

Whilst you will lead, develop and support the team, many of the tasks that make Cambridge District Scouts happen will be delegated to your District Team Leaders.

The core aspects of the role will occupy around 10 hours per week, together with three or four weekends during the year. This usually includes a mix of evenings (in-person or on-line), email communications, planning and visiting your Scout Groups.

Volunteering with Scouting can be as flexible as you need, so as to fit with your work and family lives.

## About The Scouts

We are the UK's biggest mixed youth organisation. We change lives by offering 4 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.



# Lead Volunteer - Cambridge District Scouts

We're looking for a Lead Volunteer who can build teams, delegate and communicate effectively. They will lead the District Leadership Team and, therefore, will need to have good people skills and be able to delegate, manage change, motivate and inspire other volunteers.

They will ensure that everyone is working together to achieve the same goals. They will support Group Lead Volunteers and the 14-24 youth provision within the District and will also be a member of the Board of Trustees for Cambridge District Scouts. The Trustees ensure that the young people get the best quality scouting they can whether they are a Squirrel Scout, Beaver Scout, Cub Scout, Scout, Explorer Scout, Young Leader or Network Scout.

Scouting in Cambridge is full of amazing and dedicated people. Ordinary people who together make extraordinary things happen.

Whilst volunteering as a Lead Volunteer can be challenging at times, it is also incredibly rewarding.

The role is all about people. One of the incredible benefits of volunteering in any role in scouts and even more so as Lead Volunteer, is the team of people and new friends around you.



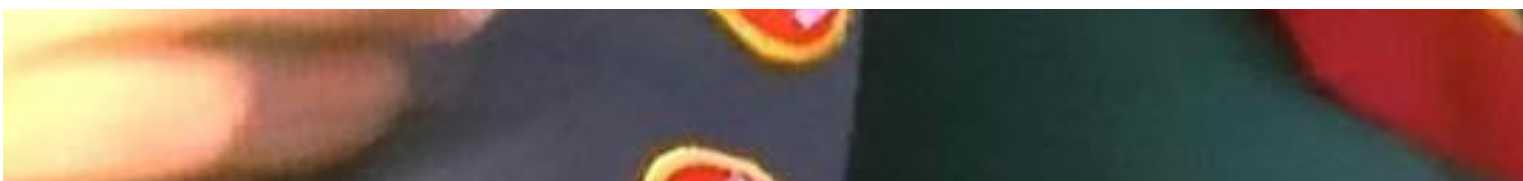
## A bit about Cambridge Scout District

Cambridge District Scout Council is a registered charity. It operates under The Scout Association and is led by its Lead Volunteer who is supported by an experienced District Leadership Team and the District's Trustee Board with a newly appointed Chair.

Cambridge Scout District includes the city centre, Girton, Milton and Waterbeach to the north, Newnham to the west, the Shelfords, Whittlesford and Duxford to the south and Fulbourn to the east.

It is the largest of the eight Scout Districts that make up the Cambridgeshire Scout County. The total district membership of 1,990 at January 2024, including 1,540 youth and 450 adult members respectively with the members spread across 20 Scout Groups and 10 Explorer Scout Units located across the city and surrounding villages.

Cambridge District is based around its purpose-built Scout Centre in Chesterton, Cambridge, which provides a focus for both young people and adult volunteers.



# It's an exciting time to be involved in Scouts

Particularly as we develop and progress our Skills for Life strategy and start our journey to make volunteering easier and more fun, so that more people will want to volunteer, and our current volunteers will want to stay. By doing this, we will help more young people gain skills for life through scouting.

We're currently moving to a teams / task-based approach to the way we deliver Scouts. Later this year we will introduce The Scouts' new processes to ensure everyone is given a warmer welcome when joining along with a Learning programme which is more relevant to the tasks each volunteer will undertake. The changes will all be supported by a new membership management system and new, easy to use, digital tools.

**The District Lead Volunteer role** is significant in making this happen, working not only within the District but also an important member of the County team. Working alongside your counterparts in the seven other Scout Districts in the Cambridgeshire Team you will be responsible for providing inspirational and effective leadership for Cambridge District Scouts. As well as Cambridge and surrounding villages, the County covers the following locations: Chatteris, Ely, Huntingdon, St Ives, St Neots, Newmarket, Peterborough, Wisbech and Whittlesey.

Maps showing each of our Districts and their areas/Groups are on the [County website](#).

As the Lead Volunteer for Cambridge District Scouts, you will:

- take the lead for implementing the [2018-25 strategy](#) with your team of Group Lead Volunteers and District Team Volunteers and ensuring that they feel motivated and supported to lead the Scout Groups and Explorer Scout Teams in the District to a successful outcome.
- be a member of the County Leadership Team working together with the District Lead Volunteers for each of our seven other Scout Districts, the County Team Leaders responsible for the Programme, Volunteering Development and Support teams and our County Youth, Transformation and Growth Leads.
- lead by example and ensure that the District and its Groups portray a positive image of local scouting to its various cultural and community groups to encourage closer ties and inclusivity.

You will be joining a team of talented, focused volunteers who are all passionate about bringing brilliant Scouting to every young person who wants to take part and trying some new activities for fun themselves.

The role of District Lead Volunteer offers a unique opportunity to make a real impact on the lives of young people in your District through building, nurturing and leading a team to deliver our shared vision. We believe in bringing people together from all backgrounds, communities and cultures to achieve this.

The opportunities will stretch you as an individual and you'll find yourself discovering new things that you can achieve.

***“This role provides the opportunity to be at the forefront of our continued success within Cambridgeshire Scouts. Through the support we provide to our volunteers and their amazing programme of weekly meetings, camps and expeditions, you will help to make a real difference to the lives of Young People in Cambridge”***

Chris Ward, County Lead Volunteer, Cambridgeshire Scouts

# Role Profile

<b>Role:</b>	<b>Lead Volunteer</b>
<b>Purpose:</b>	<ul style="list-style-type: none"> <li>• Lead the District Leadership Team and make sure that everyone is working together to achieve the same goals.</li> <li>• Support Group Lead Volunteers and the 14-24 provision within the District and be a member of the Trustee Board.</li> <li>• Make sure that the District provides good quality Scouting for young people, proactively promotes inclusivity and supports adults across the District.</li> <li>• Make sure that Scouting within the District develops in accordance with the policies and rules of The Scout Association.</li> </ul>
<b>Responsible to:</b>	County Lead Volunteer
<b>Responsible for (as appointed)</b>	The District Leadership Team, which includes the Scout Group Lead Volunteers, the District Youth Lead and the Team Leaders for Programme, Volunteering Development, Support and 14-24 Teams.
<b>Main Contacts:</b>	County Lead Volunteer, County Leadership Team, Group Lead Volunteers, Team Leaders, District Chair, members of the District Trustee Board, County Volunteering Development Team, County Growth Lead, members of the East of England Growth and Communities Team, other District Lead Volunteers, members of the local community, schools, faith groups and other youth organisations.
<b>Role requirements:</b>	<ul style="list-style-type: none"> <li>• Whilst experience and knowledge of Scouting as an adult volunteer is preferred, this is not essential as a different perspective can often be helpful and appropriate induction and support will be provided.</li> <li>• Established / proven team leadership skills either professionally or within Scouting would be an advantage.</li> <li>• Ability to work with a wide range of people.</li> <li>• Good written and verbal communication skills.</li> <li>• Great digital skills across all media (phone, email, social media and productivity software such as Google Suite or MS Office).</li> <li>• Must be eligible for Charity Trustee status (as a member of the District's Trustee Board).</li> <li>• Successful completion of The Scouts' appointments process, completion of the relevant training for the role, and must complete the provided induction for the role.</li> </ul>

# Role information

The Lead Volunteer leads the District Leadership Team to inspire volunteers at all levels to give young people great experiences and skills for life.

The District Leadership Team works together to make sure that all the teams in the District are organised, have enough volunteers, and help deliver a great programme and/or programme support across the District. The key tasks for the Lead Volunteer are as follows:

## District Leadership

- Work with District Leadership Team members to share tasks out and ensure that a teams-based approach is adopted across the Districts and its Groups/Units.
- Work with the District Trustee Board, make sure all teams have the resources, skills and enthusiasm to support and deliver scouting locally (and the Scouts skills for life strategy).

## Create a positive team environment.

- Make sure the team puts young people at the heart of what they do, creating inspiring teams and brilliant programmes.
- Make sure the team is open and inclusive and adapts team activities and tasks to be accessible to everyone in line with The Scouts volunteering culture.
- Make sure everyone in the team is safe and following safety and safeguarding procedures.

## Help volunteers find what they need.

- Help District Leadership Team members find learning and networking opportunities.
- Encourage District Leadership Team members to share what's happening in their teams and find out where they might need support.
- Make sure volunteers have the permits or accreditations they need to carry out specific, allocated tasks (where relevant).

## Attract and welcome new volunteers.

- Works with the District Leadership Team and Volunteering Development Team to recruit new team members so there's always enough people in the different district teams.
- Make sure new members of the wider district team are warmly welcomed and complete their required learning.

## Reflect and review

- Set up regular team self-reviews (at least once a year) with each Group Lead Volunteer in the District to give everyone a chance to reflect on successes and plan for the future.
- Carry out individual reviews with each member of the District Leadership Team.

## Incident Management

- Ensure safeguarding, safety and data incidents and concerns about Scouting are managed well.
- Respond to these or appoint someone else in the District to do this (case by case).



# Practical Information

## Benefits to you:

- Employability skills
- Management experience
- Build confidence
- Strategic thinking
- Key volunteer for a national not-for-profit organisation

## Meetings per year:

- Organise and chair at least 4 District Leadership Team meetings
- Attend meetings of the District Board of Trustees
- Attend and lead the District's Annual General Meeting (in partnership with the District Chair)
- Attend key District events as required
- Attend 4 to 6 County leadership team meetings

The following information is provided to help you understand a little more about the support provided and the process that will be followed:

## Expenses:

- Expenses incurred whilst undertaking the role are reimbursed in line with the Cambridge District expenses policy.
- This is designed to ensure you are not out of pocket and that a person's financial situation is not a barrier to being appointed or carrying out the role.

## Training and Induction

- A full programme of training and induction is provided on commencement of the role. It is a condition of appointment that you participate in this process. This will involve:
  - Getting Started training during the initial five months, that will quickly get you up to speed with our key policies such as Safety and Safeguarding and the tools you will require as a volunteer manager in Scouting. Over the next three years, our programme of leadership and skills training will support you in fulfilling your role. We call this the Wood Badge.
  - an introduction to the District and meetings with members of the County Leadership Team and staff from the Scouts HQ Growth and Communities team.
  - face to face and online meetings as part of a structured induction over your first 12 months and the development of a plan of action aimed at developing and growing scouting in your District.
  - ongoing support provided by a designated member of the County Team and the County Lead Volunteer.

# More information about Scouts

Click on the links below to read more about Scouts, our key policies and our Skills for Life strategy to 2025:

- [What Scouts do](#) *(includes more details about Squirrel Scouts, Beavers Scouts, Cub Scouts, Scouts, Explorer Scouts and Network Scouts)*
- [Skills for Life – our strategy to 2025](#)
- [About volunteering with Scouts](#)
- [Transforming our Volunteer experience](#)
- [Our rules and key policies](#)



# How to apply or nominate someone

Thank you for your interest in volunteering, or nominating someone, as District Lead Volunteer for Cambridge Scouts part of the Cambridgeshire Scouts Leadership Team.

You can either apply for the role yourself or nominate someone else using the appropriate online application form.

Nominated people are under no commitment to apply unless they wish to.

To apply or nominate online: please either scan the QR code or use the link to the appropriate online form.

Apply yourself

<a href="https://forms.office.com/e/mH3DGnrRKJ">https://forms.office.com/e/mH3DGnrRKJ</a>

Links

Nominate someone else

<a href="https://forms.office.com/e/kTU9wGMD1f">https://forms.office.com/e/kTU9wGMD1f</a>

**Closing date for applications:** midday on Friday 26 April 2024, with shortlisting and discussions with candidates to follow soon after.

## Selection Process

All applications and nominations for Lead Volunteer will be reviewed by a small team led by the District Chair in conjunction with the Lead Volunteer for the County in order to make decisions as to who to invite to attend the selection stage of this process.

**Interview dates:** week commencing 07 May 2024

**For more information, or an informal chat about the vacancy, please contact:**

**Chris Ward, Lead Volunteer, Cambridgeshire Scouts**

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