

Role Title: Deputy District Commissioner – Growth & Development



Overview

This vacancy is for Deputy District Commissioner (Growth & Development) for Ely District Scouts, which operates in the county of Cambridgeshire. At the last annual census, we had over 500 youth members between the ages of 6 and 18 involved in our Beaver, Cub, Scout, Explorer and Young Leader sections.

There are over 200 adult volunteers, who undertake various roles including:

- Working directly with young people.
- Managing and supporting other adults.
- Sharing expertise in programme and activities.
- Supporting 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 Deputy District Commissioner (Growth & Development) will work with members across the District to promote our brand values, deliver positive external communications, publicise scouting's modern vibrant appeal and ensure that our communities know that scouting exists and how their children can access it. This role, in partnership with the District Commissioner, District team and Groups will support the District to provide effective internal communication, and to ensure Scouting is understood, visible, trusted and respected.

The role is open to anyone interested in developing media and communications provision, and no previous scouting experience is required.

Role Description

Purpose:

- As a member of the District Leadership Team the DDC (Growth & Development) works in partnership with the District Team and the District Executive Committee to support, instigate and deliver growth and development projects across the District, including growing existing provision and support volunteer retention.
- Understanding, embracing and leading the achievement of the growth section of the District's Strategic Plan.

Appointed by:

- District Commissioner

Responsible to:

- District Commissioner

Responsible for:

- Growth & Development Facilitators/Team

Internal contacts:

- District Team, District Executive Committee and other District Team members, County Growth & Development Team, Training Managers and Advisors, Group Scout Leaders, Young Leader Leader and other Adult members.

External contacts:

- External organisations; such as Schools, City Council, Girlguiding UK and other Youth Organisations.

Time commitment:

- The time required is flexible, however you would be expected to attend regular District Meetings plus any relevant County and Group meeting(s) as required. As a minimum you should be able to commit 3-4 hours per week.

Expenses:

- All out of pocket of expenses will be reimbursed

Person Specification

Responsibilities:

- Support and work in partnership with the District Commissioner, the District Executive, Group Scout Leaders and other volunteers to deliver and achieve sustainable growth.
- Working with Appointments Committee, Training Manager, other volunteers and other relevant stakeholders to identify and unblock barriers to development and growth.
- Researching and analysing to identify development needs and sustainable opportunities within the District.
- Work with Groups to better understand their waiting lists and develop a consistent approach to improve waiting list management across the District.
- Support Groups with volunteer retention and conversion of Occasional Helpers to

Leaders.

- Encourage and support Growth & Development Facilitators/Teams to develop and deliver training, events and activities designed to support Scouting and promote local growth and development.
- Advise, support and encourage Scouting to engage with communities currently under-represented and provide Scouting for them.
- Keep track of outcomes so we can review and evaluate success.

Personal Qualities:

- Have a good understanding of strategies and tools to achieve growth.
- Be aware of the District Strategic Plan.
- Proven ability to build, develop and maintain an effective working relationship with both senior management and teams of adult volunteers.
- Practical experience of delivering effective meetings and engaging workshops/courses.
- Understanding of the challenges of working in the voluntary sector, including the needs of adults.
- Understand the importance of the quality of programme delivery and its impact on growth.
- Excellent written and oral skills, be enthusiastic, proactive and have the ability to enthuse others, providing advice and guidance.
- Be able to build a positive, active and effective working relationship with the District Commissioner, District Team, District Executive Committee and other District Team members, County Growth & Development Team, Training Managers and Advisors, Group Scout Leaders, Young Leader Leader, other Adult members and others engaged in supporting growth (through retention and recruitment).
- Capability to identify barriers to growth, including existing provision and work with others to remove them.
- A good listener with the ability to negotiate compromises.
- Good IT Skills.
- Self-motivated with the ability to plan, manage and monitor own tasks and time.
- Build and maintain collaborative relationships with other organisations within the District.
- Pragmatic, proactive and flexible approach.
- Open minded and personable.
- Be able to travel across the District and have the time necessary to undertake the role effectively.
- 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 the fundamentals of Scouting and the implementation of the youth programme.

How to apply / nominate

The closing date for applications / nominations is Friday 28th June 2019.

Process

For an informal, confidential, discussion email: dc@elydistrictscouts.org.uk

Complete the application form (Appendix A) / nomination form (Appendix B) and submit by the closing date.

E-mail to dc@elydistrictscouts.org.uk or

post to

John Wells

Ely District Scouts

60 Twentypence Road

Wilburton

Ely CB6 3PU

All applications / nominations will be considered by Monday 8th July 2019. Relevant interviews and presentations will then be arranged for shortlisted candidates – dates and venues TBC. Appointees are expected to be in role by the beginning of September.

Appendix A – Application Form

If you would like to apply for the role of DDC – Growth & Development please complete this form

Name	
Telephone number	
E-mail address	
Current role (s) in scouting (if applicable)	

Please outline briefly why you want to apply for this role

Please briefly explain why you would be suitable for this role, including professional and voluntary experience (refer to role description and key tasks)

Please describe the skills and attributes you would bring to this role (refer to person specification)

Appendix B – Nomination Form

If you know the right person to take on the role of DDC Growth & Development and would like to nominate them please complete this form (note that nominating an individual does not commit them to applying)

Insert details of the person you are nominating here	
Name	
Telephone number	
E-mail address	
Current role (s) in scouting (if applicable)	

Please outline briefly why you felt motivated to nominate this person for the role
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Please briefly explain any relevant experience, skills or attributes you feel they would bring to this role (refer to role description and key tasks)

Insert your details here	
Name	
Telephone number	
E-mail address	
Have you told this person that you have nominated them?	