



Group Recruitment Plan

Current situation

Example Text: “X Group has had a number of volunteers leave over the last year and now they are left with 1 volunteer in Squirrels, 1 in Beavers, 2 in Cubs and 2 in Scouts. Most of the volunteers have two or more roles because they know that if they don’t then the section will shut down. The GSL works well with existing volunteers and there is a full Group Exec.”

Following research and consultation with current volunteers, the reasons for recruiting new volunteers are:

Example reasons:

1 – To have enough volunteers so that nobody has more than one role

2 – To take the pressure and stress off of current volunteers

3 – To give the current volunteers a chance to take a break

Recruitment is an ongoing part of the Group’s activities and should be happening continuously. This plan will next be reviewed on:_____.

The table below shows the steps we will take to recruit new volunteers and how we will go about this:

What will we do?	How will we do it?	Who is responsible?	Who is helping?	Notes	Estimated Completion Date	Complete (yes/no)
Identify what tasks need filling within the Group	Meet with current volunteers to make a list of all the tasks we need people to do in the Group			Role descriptions Scouts		
Work out what skills and qualities someone would	Discuss with current volunteers what kind of people we are looking for					

need to do each task						
Advertise vacancies	<ul style="list-style-type: none"> - Set up a vacancy board - Create/use social media pages - Send out email to parents - Contact local university - Contact local businesses 			Vacancy Cards Brand Centre Vacancy Board Brand Centre Student recruitment Scouts Working together with local business Scouts		
Run an open evening	<ul style="list-style-type: none"> - Organise bases for YP and adults to come and take part in together - Invite adults via email - Contact local schools to invite more YP and adults 			Open Events Scouts		
Host an adult talk	At open evening, take adults aside and discuss volunteering			Adult talks Scouts		
Set up adult rota	Email adults of YP to ask them to join parent rota			Adult rotas Scouts		
Run a 4-week challenge	<ul style="list-style-type: none"> - Invite adults at the open evening/adult talk to take part in 4-week challenge. - Organise neckers for all adults - Order certificates 			Four week challenge Scouts		

Recruit young leaders	Contact local Explorer Unit/DESC to discuss links					
Welcome and support new volunteers	<ul style="list-style-type: none"> - DBS checks - Mandatory training - Assign a buddy - Meet the team - Give yellow card - Check in regularly 			Induction Scouts First impressions Scouts Welcome to Scouts Scouts		
Say thank you!						