



# Preparing young people with skills for life

**Deputy UK Youth Commissioner (Programme)**



**Scouts**

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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 Scout Association is a UK charity founded in 1907 and now boasts a membership of over 640,000 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](http://www.scouts.org.uk/ourplan)



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**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.**

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Further information on our strategic objectives are provided on our website at [www.scouts.org.uk/ourplan](http://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 Head of Programme Support 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

This is an exciting opportunity for a volunteer Deputy UK Youth Commissioner to support the UK Youth Commissioner. As part of the team you will work towards, as well as leading on, important aspects of the Skills For Life plan. As well as working alongside Team UK and other volunteer colleagues you'll help support 600 Local Youth Commissioners around the UK. Deputy UK Youth Commissioners are expected to work in partnership with staff across the UKHQ team.

Your key responsibilities will be to deputise for the UK Youth Commissioner where appropriate, lead on projects relating to the remit of your role as agreed with the UK Youth Commissioner and work as part of the UK Youth Commissioner Team to ensure that young people are involved and engaged in every decision that shapes their Scouts experience both nationally and locally. A key focus is on ensuring that young people get their first and then regular opportunities to take the lead throughout their Scouts journey. With a focus on programme, you will support the roll-out of the YouShape Award across The Scouts, UK-wide.

## Role description

### Purpose:

- To support the UK Youth Commissioner to ensure that young people in Scouts across the UK are involved and engaged in decisions that shape their Scouts experience; making the outcomes of the Skills For Life plan a reality.

### Appointed by:

- The UK Youth Commissioner, via the HQ Appointments Committee

### Responsible to:

- UK Youth Commissioner

### Internal contacts:

- Team UK members staff colleagues, Youth Commissioners of the Nations, County/Area/Region Youth Commissioners (or equivalents), Line managers in the Movement.

### Key tasks:

- Work closely with the UKYC, UKYC Team, Team UK and staff colleagues to:
  - Oversee the programme of events and Youth Commissioner calendar
  - Ensure that resources including case studies are created, refreshed, maintained and distributed to support Youth Commissioners and volunteers at all levels of the movement
  - Take responsibility for elements of the YouShape Award including promotion, communications, obtaining feedback and improving the resources and support provided.
  - Take responsibility for areas of work relating to peer leadership, its promotion, associated resources and communications
  - Establish links to programmes of work related to programme, including the programme planning tool
  - Maintain links with the UK Commissioner for Programme on Team UK
- Deputise for the UK Youth Commissioner at agreed meetings and events
- Attend and contribute towards UKYC team meetings
- Confidently chair meetings and conference calls with the UKYC team if required
- Any other tasks or responsibility as agreed with the UK Youth Commissioner

### Time commitment:

- There is a minimum of 6 weekends (or part weekends) each year as follows:
  - Three meetings of the UKYC team at Gilwell
  - One weekend for Gilwell Reunion
  - Two weekends for attending YC Support Days in London

On average, approximately 8 further weekends (or part weekends) visiting local events including speaking at local conferences around the UK.

Approximately five hours per week to manage administration (email and telephone calls primarily). Regular calls with the UKYC and UKYC team (mid-week evenings)

#### **Terms of appointment:**

- The appointment is for an initial term to September 2021 as agreed on appointment and subject to review with the UK Youth Commissioner, with the potential for re-appointment for a further period.
- The role holder must be aged between 18-25 (they must take up the appointment before reaching their 25th birthday).

#### **Expenses:**

- This is a voluntary leadership role and is unpaid, however, reasonable expenses in line with the Association's Expenses Policy will be paid.

## **Person specification**

#### **Skills and abilities:**

- Lead and motivate people in a voluntary environment
- Ability to contribute to strategy development and identify practical actions to achieve strategic objectives
- Inspire and motivate individuals
- Communicate effectively, orally and in writing
- Speak and present publicly in a clear, articulate and motivating way
- Work and engage with young people aged 6 – 25 and with adult volunteers
- Effectively chair and contribute to meetings
- Use technology, especially mobile email, to carry out a range of tasks (confident in Microsoft Word, Excel and PowerPoint)

#### **Knowledge and experience:**

- Quickly assimilate a broad overall knowledge of our policies & structures
- Undertake the appropriate adult training requirements
- Some experience of working in and leading teams is desirable
- Experience of youth involvement/participation (for example, being a local Youth Commissioner) is desirable

#### **Personal qualities:**

- Eager to learn and develop new skills
- A willingness to collaborate and promote the agreed, viewpoints rather than perpetuate personal views.
- Approachable at reasonable times
- Commitment to our fundamentals, rules and policies
- Sufficient time available for the role, including weekend engagements, sometimes including extensive travel.

#### **Benefits to you**

- No envisaged barriers to obtaining an enhanced disclosure
- A mentor assigned to support you throughout the role
- Employability skills
- Leadership experience
- Development of strategic thinking and delivery of actions
- National volunteer for a UK-wide not-for-profit organisation
- Build confidence
- Training, learning and development opportunities

In common with all national appointments, the successful candidate will be assigned a Training Adviser and will undertake a manager wood badge.

The applicant must become (or already be) a member of The Scouts including successful conclusion of our vetting process and making the Promise.



# How to apply

You can apply by [completing the application form](#). Please refer to the role description and person specification to help the search group understand how you meet the requirements of the role. It may be helpful to include experiences outside of Scouts that are relevant to the role. It is very important that the questions are written are answered in depth.

## Key dates

The closing date for applications/ nominations is Sunday 1 March 2020 at 8pm. Once the shortlist is drawn up, the interviews are expected to take place on Sunday 29 March 2020 in London. Shortlisted candidates will be notified of the timings and given an outline of the selection process and the format of the interview day.

## Process

The process of supporting the UK Youth Commissioner to make these appointments is undertaken by a search group. The search group is keen to receive applications for the role from a wide range of individuals. When completing the application form please provide as much relevant information as possible as this will assist the search group in considering who may be best suited for the role.

The Search Group

- Ollie Wood (UK Youth Commissioner) - Chair
- Tim Kidd (UK Chief Commissioner)
- Amy Butterwork (Programme Design Manager)
- 18-25 Volunteer (TBC)

## Further information

If you require any further information about the role, or indeed would like an informal discussion about it, please contact Ollie Wood (UK Youth Commissioner) by email at [ollie.wood@scouts.org.uk](mailto:ollie.wood@scouts.org.uk).