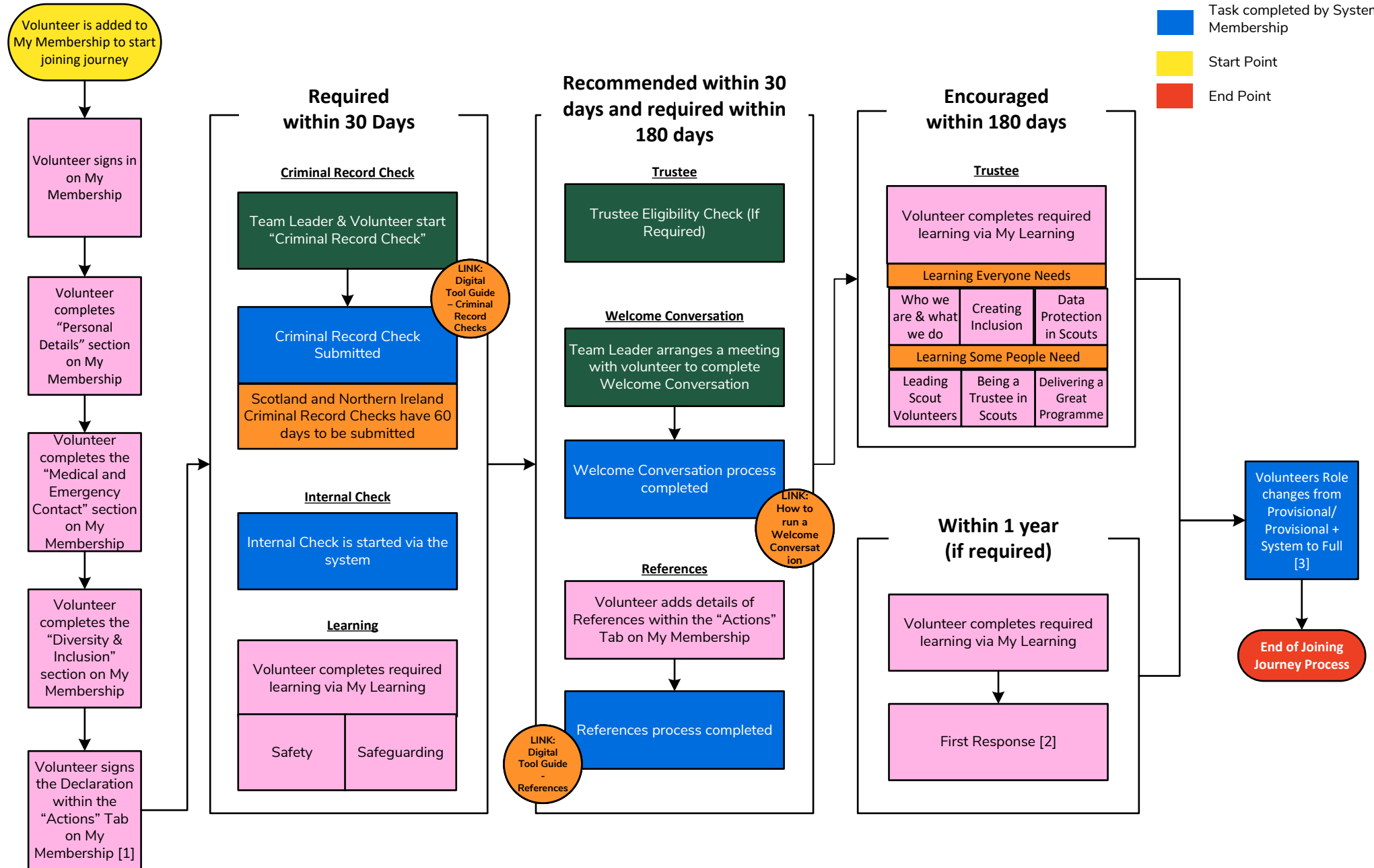


# New Volunteer – Joining Journey

## Process Flow Chart

### Key

- Task completed by Volunteer
- Task completed by Team Leader
- Task completed by System/My Membership
- Start Point
- End Point



# Role Audit

## Process flowchart

### Footnotes

[1] The Declarations must be accepted by the volunteer within 30 days of the role start date recorded on the membership system.

[2] First Response learning is currently required by volunteers who work directly with young people or may be reasonably expected to work directly with young people will require First Response.

This includes:

All Section Teams

14-24 Team Leaders

Group Lead Volunteers

[3] Definitions -

**Provisional:** This status means that some or all of the joining journey steps are outstanding and need to be completed to gain access to the system.

**Provisional + System:** This status means that there are still some outstanding parts of the joining journey to complete, but the volunteer has completed enough steps in the journey to gain access to the system.

A common step outstanding at this point is a volunteers learning.

Steps completed at this stage include:

Valid Internal Check returned

Valid Criminal Record Check returned

Declaration Signed

Data Protection in Scouts learning completed

### Further Information

Last reviewed: 21 May 2025

If you have been sent this process flow chart, please ensure you are viewing the most up-to-date version. You can download the latest version by going to: <https://www.scouts.org.uk/volunteers/volunteer-experience/digital-tool-guides/add-new-members-and-manage-roles>

or clicking the button below:

[Digital Tool Guide – Manage My Team](#)