

VOLUNTEER
VACANCY PACK
DISTRICT
CHAIRPERSON

ABOUT SCOUTING



Every year we help 400,000 Young People in the UK enjoy new adventures; to experience the outdoors, interact with others, gain confidence and have the opportunity to reach their full potential. And it's not just Young People who can get in on the action. Working alongside our youth members are thousands of adult volunteers, with a huge variety of roles and opportunities available.

To find out more visit www.scouts-scotland.org.uk



Volunteering With Us

Volunteering with us is easy, fun and offers many opportunities for gaining externally-recognised qualifications. Why not strengthen your CV while making a real impact on the lives of Young People?

How much time you give is up to you, and you don't need any previous experience. We have a huge variety of roles to suit everyone, and whatever you choose we'll make sure you're properly trained and supported.



How You Can Help

We're looking for someone with management skills or who wishes to enhance their management skills. Want to give something back to the community? As District Chairperson you will provide leadership to the non-uniformed side of Scouting in the District, and work with the District Commissioner to develop local Scouting.



Up For The Challenge?

Thank you for your interest in volunteering with The Scout Association. Contained in this pack is a role description and person specification for the role above. If you think you are the right person for this role, or if you know someone who might be, please complete the nomination/application form at the end of the document and return it to the address at the bottom of the form. If you would like more information or if you'd simply like to discuss the role please get in touch with:

Name: Phone:
Email:

Scottish Headquarters

Tel: 01383 419 073
Email: shq@scouts-scotland.org.uk
Web: www.scouts-scotland.org.uk
Facebook: www.facebook.com/scottish.scouts

Information Centre

Tel: 0845 300 1818
Email: info.centre@scouts.org.uk
Web: www.scouts.org.uk
Facebook: www.facebook.com/scoutassociation

ROLE DESCRIPTION

District Chairperson

This vacancy is for

Name of Scout District	
Located	

This District has

Number of youth members	
Number of adults	

The District Commissioner is	
------------------------------	--

Purpose of the role

The District Chairperson is a key role which provides leadership to the non-uniformed and executive element of Scouting in the District.

Responsible to

As Chair of the trustee body, the District Executive Committee, the chairperson is responsible to the District Scout Council

Responsible for

The District Secretary, District Treasurer, District Appointments Sub-Committee, members of the District Executive Committee and its sub-committees

Main Contacts

District Commissioner, Members of the District Council, District Executive Committee, , District Team, Regional Chairperson, Group Scout Leaders, Group Executive Committees

Appointment requirements

- Understand and accept The Scout Association's policies
- Satisfactory PVG clearance
- Completion of module 1 of the Adult Training Scheme
- Eligible for Charity Trustee status

Main Responsibilities

- To assist the District Commissioner in the effective operation of the District
- Lead and support District Administrators in accordance with Policy, Organisation and Rules of The Scout Association with Scottish Variations applying.

Core Tasks

- Chair the District Scout Council
- Chair the District Executive Committee
- Work closely with and support the District Commissioner maintaining effective communication with them
- Work with the District Commissioner to encourage development of Scouting within the District and as part of the community
- Ensure that the District Appointment Sub Committee operates in accordance with Policy Organisation and Rules.
- Ensure that all members of the District Executive are fully briefed on the requirements of their roles
- To ensure that the District Executive Committee acts within the legislation applicable to Charity Trustees
- Ensure that a District Annual General Meeting takes place within 6 months of the end of the financial year
- Be a full and active member of the District Executive Committee
- To prepare formal agreements between the District Executive Committee and sponsoring authorities
- Promote Scouting and be a liaison with external bodies

Person Specification

Should be able to demonstrate

- Good communication and team management skills
- Administrative and meeting management skills
- Ability to motivate and enthuse others
- Initiative

Nomination and application form

District Chairperson

If you think you know just the right person for this role, or are interested in the role yourself, please complete the form below

Name of nominee or applicant		
Address		
Telephone	Daytime	Evening
Email		
Membership number		

Please explain why this person is suitable for this role, including relevant professional and voluntary experience from inside or outside Scouting (refer to role description)

--

Please describe the relevant skills that this person has for the role

--

Please outline why you felt motivated to complete the nomination/application

--

Please complete this section if you are nominating someone else for this role

Nominated by		
Address		
Telephone	Daytime	Evening
Membership number (if applicable)	Date	

This form should be returned to _____ by _____