

**VOLUNTEER  
VACANCY PACK  
REGIONAL ADVISER  
(ACTIVITIES)**

# 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](http://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 to help support the work of our grass-roots volunteers. Want to give something back to the community? As Regional Adviser (Activities) you will support and guide adults and help them deliver exciting and adventurous activities to young people.

## 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](mailto:shq@scouts-scotland.org.uk)  
Web: [www.scouts-scotland.org.uk](http://www.scouts-scotland.org.uk)  
Facebook: [www.facebook.com/scottish.scouts](http://www.facebook.com/scottish.scouts)

### Information Centre

Tel: 0845 300 1818  
Email: [info.centre@scouts.org.uk](mailto:info.centre@scouts.org.uk)  
Web: [www.scouts.org.uk](http://www.scouts.org.uk)  
Facebook: [www.facebook.com/scoutassociation](http://www.facebook.com/scoutassociation)

# ROLE DESCRIPTION

## Regional Adviser (Activities)

### This vacancy is for

Name of Scout Region	
Located	

### This Region has

Number of youth members	
Number of adults	

The Regional Commissioner is	
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### Purpose of the role

The Regional Adviser (Activities) is a key role which provides a focus for specialist advice and support relating to activities.

#### Responsible to

Regional Commissioner

#### Main Contacts

Regional Commissioner, Deputy Regional Commissioners, Assistant Regional Commissioners, other Regional Advisers, Scottish Headquarters Adviser (Activities), UK Headquarters Adviser (Activities), District Commissioners, Group Scout Leaders, Section Leaders, specialist organisations and governing bodies in the activity area, other youth organisations linking themselves within the activity area, relevant external organisations

#### Appointment requirements

- Understand and accept The Scout Association's policies
- Satisfactory PVG clearance
- Completion of the relevant training (Module 1)

### Main Responsibilities

- To provide the Region with effective support in order to enable more young people to safely experience more activities
- To manage work in the Activities area
- To provide a focus for specialist advice and support in relation to the activities area, to other members of the Regional Team and those in the Region and its Districts
- To proactively promote and develop the activity area within the Region
- To provide assistance and guidance to leaders in all areas of the activities agenda
- To provide support and advice to leaders in relation to grants/funds that are available for Activities including leader training in Activities (e.g. the Development Fund and the MacRobert Trust)
- Have (or be willing to obtain) knowledge of the Duke of Edinburgh's Award Scheme, especially the expedition section of the awards

## Core Tasks

- Contribute to the achievement of the aim and objectives set for the appointment by the Regional Commissioner, Regional Team and Regional Executive.
- Working with other Regional colleagues, help promote the growth of the Movement in line with priorities determined by the Regional Executive
- Contribute as a member of the Regional Team
- Take responsibility for agreed areas of work within the Regional Team and Executive, as decided with the Regional Commissioner. These duties may include liaison with other Advisers or Commissioners, work on projects or initiatives; research; agreed special work; or work in one or more Sections; liaison with other organisations. Such duties are to be reviewed periodically with the Regional Commissioner.
- Work to develop and implement The Scout Association's policies and strategy and to promote a holistic, '6 –25' approach to the Programme
- Provide leadership and be a 'face for Region' to the Movement at large
- Monitor and evaluate the wider activity area including activities in the youth programme of all Sections to advise the Regional Team on possible further development
- Provide active advice, support and encouragement to appropriate Commissioners, Advisers and Co-ordinators in the Region and its Districts and to identify and spread good practice
- Communicate effectively with the relevant UK Adviser (Activities) at National Headquarters and the Scottish Headquarters Adviser (Activities)
- Advise Regional committees and working groups on activity matters
- Participate in the Annual General Meeting of the Region

## Person Specification

### Skills required

- Able to communicate clearly
- Able to work well in meetings
- Able to address public meetings
- Able to provide positive management in relation to the activity area
- Able to develop effective relationships
- Able to work well as a member of a team
- Able to motivate others

### Knowledge and experience required

- An appreciation of The Scout Association's aim, method and youth programme
- A thorough knowledge of the Duke of Edinburgh's Award Scheme
- A thorough grounding in the principles and practice of the activity area
- Possible appropriate qualifications for one facet of the activity area
- An understanding of and commitment to the training obligations of the appointment

### Qualities required

- A commitment to the philosophy of providing activities for young people safely
- An ability to balance their enthusiasm for the particular area with the aspirations and abilities of young people
- Have the time available to do the work
- Ability to meet deadlines
- An appreciation of the requirement to communicate with others as part of a two way process
- Be in a position to travel to meetings as required
- Be well respected by peers, within the activity area

## Nomination and application form

### Regional Adviser (Activities)

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)

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

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

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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 \_\_\_\_\_