



Waveney Valley District Commissioner

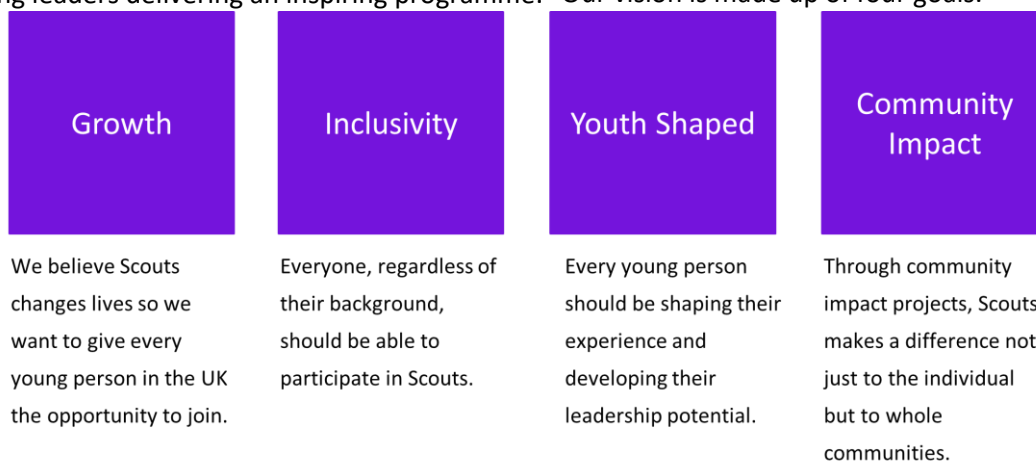
Role Description

Background

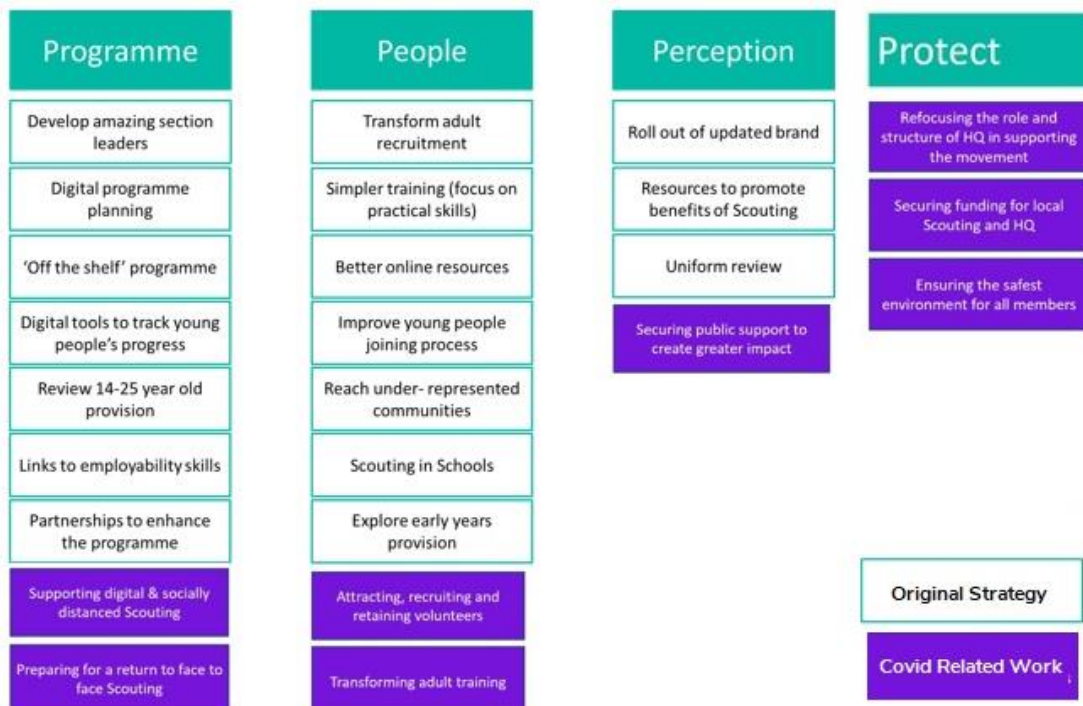
Waveney Valley is one of eight districts in Suffolk and has 6 Groups, 3 Explorer Units and 1 Scout Active Support Units serving over 200 young people and with an adult support of over 100. The District is now seeking a new District Commissioner to take the District forward to support and deliver the Skills For Life Strategy set out by the Scout Association.

Skills for Life

The 5-year (now 7 year due to Covid) strategy was launched in 2018 to support the mission of the Scout Association, namely “Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.” The strategic vision of Skills for Life is “By 2023 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme.” Our vision is made up of four goals.



These goals will be delivered by four pillars of work namely:





District Commissioner

Outline Role Description

The District Commissioner has overall responsibility for the district.

In partnership with the District Team, they support and deliver the Skills for Life Strategy making use of the four Pillars of Work model.

“Programme” – Ensure a fun, enjoyable, high quality programme is consistently being delivered.

“People” – Enable the District to have more, well trained, better supported and motivated adult volunteers, and more young people, from diverse backgrounds.

“Perception” – Ensure that scouting is more visible, respected and widely seen as playing a key role in society today.

“Protect” – Ensure that a safe environment exists for all members in the District.

Responsibilities: To manage and support the Scout District to ensure it runs effectively and that Scouting within the District develops in accordance with the rules and policies of The Scout Association so that that the District provides good quality Scouting for young people and proactively supports and manages adults in the District.

Responsible to: County Commissioner.

Responsible for: Deputy District Commissioners, Group Scout Leaders, District Explorer Scout Commissioner, District Youth Commissioner, District Scout Network Leaders, Assistant District Commissioners, District Scout Active Support Managers, District Scouters, District Advisers, Nights Away Advisers, District Media Development Manager.

Main contacts: County Commissioner, Deputy District Commissioners, Group Scout Leaders, District Explorer Scout Commissioner, District Youth Commissioner, District Scout Active Support Managers, District Scout Network Leaders, Assistant District Commissioners, members of the District Executive Committee and its sub-committees, County Scout Network Commissioner, County Training Manager, Local Training Manager, members of the Regional Development Service, Local Development Officers, other District Commissioners, members of the local community, schools and other youth organisations.

Appointment requirements: Must complete the relevant training (a wood badge) within three years of taking up the role. Must be eligible for charity trustee status (as a member of the District Executive Committee). It is expected that whilst volunteering for this role you will undertake regulated activity.



Main tasks:

- Ensure that the District thrives and has the best systems in place to support the Groups, to support all adult volunteers in the District and to develop Scouting in the District.
- Provide line management and support to the adults in the District that directly report to you including setting objectives for their work and holding regular reviews and one-to-one meetings.
- Work with the District Team and District Executive Committee to produce a vision for the District and implement a development plan to meet that vision.
- Ensure that Scouting in the District is inclusive and attractive to young people and adults.
- Ensure that the District has an adequate team of supported and appropriately trained adults.
- Ensure that problems within the District are resolved in a timely manner.
- Work with the County Commissioner and other District Commissioners in the County to ensure that the Scouting in the County thrives.
- Ensure safeguarding is managed in the District in accordance with the Scout Safeguarding Policy and Procedure.

Person specification

Knowledge and experience

Essential/Desirable

Ability to manage adults effectively	Essential
Understanding of the challenges of working in the voluntary sector	Desirable
Experience of working with young people and/or community work with adult groups	Desirable
Experience of working in the Scout or Guide Movement as an adult	Desirable
Good written and oral communication skills	Essential
Provide advice and guidance effectively to others	Essential
Provide inspirational leadership for the District	Essential
Provide strategic direction for the District	Essential
Motivate adults volunteering in the District	Essential
Build, maintain and facilitate effective working relationships with a wide range of people	Essential
Enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team	Essential
Ability to negotiate compromises	Essential
Plan, manage and monitor own tasks and time	Essential
Construct and implement long-term plans that improve and expand the Scouting offered to young people and identify any training, resources and other needs required to undertake this work	Essential
Use basic computer software	Essential

Personal qualities

Essential/Desirable

An understanding of the needs of adult volunteers	Essential
Flexible approach	Essential
Self-motivated	Essential
Able to work as part of a team and promote good teamwork	Essential
Resourceful, energetic and enthusiastic about the job	Essential
Acceptance of the fundamentals of the Scout Movement	Essential



Detailed Description of the role

1. Providing direction – as an effective District Commissioner you will be required to:

- Lead by example to promote a co-operative culture of working in the District.
- In partnership with the District Team and the District Executive Committee create a vision for the future development of the District that takes into account the strategic objectives of The Scout Association and the plans for your County.
- In partnership with the District Team and the District Executive Committee develop a plan to realise the vision for the District, implement and regularly review it.
- Provide leadership, inspiration and motivation for all adults volunteering in the District.
- Ensure that everyone in the District follows the policies and rules of The Scout Association.
- Carry out regular one-to-one meetings and support adults who report directly to you.

2. Working with people – as an effective District Commissioner you will be required to:

- Develop good working relationships based on trust and Scout values with the adults in the District and with others in Scouting.
- Build a team spirit in the District and support the development of the team as a whole.
- Ensure that adults in the District perform to agreed standards and if serious problems occur, the correct procedures are followed in consultation with the County Commissioner.

3. Achieving results – as an effective District Commissioner you will be required to:

- Satisfactorily complete projects in the District for which you are responsible.
- Ensure that all the initiatives in the District are managed appropriately.
- Have a robust District development plan in place and regularly review progress.

4. Enabling change – as an effective District Commissioner you will be required to:

- Support and encourage adults in the District to think of new and creative ways to improve the District.
- Be enthusiastic about new ideas, give constructive feedback on those ideas and encourage and support further work on them.
- Develop effective plans to implement change and then carry them out, working together with relevant members of the District.
- Recognise the contribution of others towards change and improvement.



5. Using resources – as an effective District Commissioner you will be required to:

- As part of the District Executive Committee, ensure that appropriate financial measures are in place.
- Work with the District Executive Committee and Group Scout Leaders to ensure that Scouting in the District is safe.
- Work with the District Executive Committee and the District Team to ensure that the District has sufficient physical resources to support its work with youth members.
- Work with the District Executive Committee and the District Team to minimise the negative impact and maximise the positive impact that the District has on the environment.
- Make decisions about matters within the District based on the best available information.

6. Managing your time and personal skills – as an effective District Commissioner you will be required to:

- Agree realistic goals and targets with the County Commissioner for the development of the District that work towards The Scout Association's strategic objectives.
- Consider the future requirements of your role then identify the skills and knowledge that you need to develop or improve and the steps you will follow to do so.
- Regularly check how you use your time and identify possible improvements so that you focus on the goals and priorities that you have agreed with the County Commissioner.
- Ask other adult volunteers for feedback about how you carry out your role and act on it.
- Attend National, Regional and County meetings, workshops and events.