

A photograph of three young Scouts in a forest. In the foreground, a fire burns brightly in a metal fire pit. Behind it, three Scouts are gathered. On the left, a boy in a dark blue jacket looks towards the others. In the center, a boy in an orange Scout uniform holds a long wooden stick and gestures with his hand. On the right, a girl in a pink Scout jacket looks towards the boy in orange. The background shows a rustic wooden structure and dense green trees.

# Lead and shape the future of Scouting in Wales

Area Lead Volunteer  
Volunteer Vacancy Pack



**Scouts**  
Cymru

## Contents

Introduction to the ScoutsCymru Team .....	2
How to apply or nominate someone.....	3
The role – Area Lead Volunteer .....	4
Appointed by:.....	4
Responsible to: .....	4
Responsible for:.....	4
Main contacts: .....	4
Key tasks:.....	4
Appointment requirements: .....	5
Terms of appointment:.....	5
ScoutsCymru .....	6
The current vacancy .....	6
Core Skill Areas .....	7
The Area.....	8
Person specification.....	9
Knowledge and experience: .....	9
Skills and abilities: .....	9
Personal qualities: .....	9
Induction for new Area Lead Volunteers.....	10

# Introduction to the ScoutsCymru Team

Now is an exciting time to be involved in Scouting, as we develop and progress our Skills for Life strategy, to prepare better futures and deliver skills for life to young people who want to access Scouting. The Area Lead Volunteer role is an important UK Headquarters appointment within the ScoutsCymru Team, responsible for providing inspirational and effective leadership for one of the Areas in Wales. The role is fun, exciting and an opportunity to be part of Scouts in Wales, even if you have never been a Scout before.

As Area Lead Volunteer you will take the lead making sure local Scouting is great. You will lead on implementing our strategy with your team of District Lead Volunteers, motivating and supporting them to successfully lead the Scout Groups in their Districts. The ScoutsCymru Team is broad and includes our staff colleagues, Chief Volunteer, Regional Lead Volunteers and our regional training leads.

You will be joining a team of talented, focused volunteers who are all passionate about bringing brilliant Scouting to every young person who wants to take part and join the adventure.

The role of Area Lead Volunteer is demanding, and highly rewarding. We are looking for people who can lead and inspire their team by being a great coach, critical friend and motivator. This is a senior manager role within Scouts and comes with responsibility. It offers a unique opportunity to make a real impact on the lives of young people in your Area through building, nurturing and leading a team to deliver our shared vision. This role provides the opportunity to be at forefront of our continued success within ScoutsCymru.



**Rhian Moore, Chief Volunteer,  
ScoutsCymru**



# How to apply or nominate someone

## Process

Thank you for your interest in volunteering as Area Lead Volunteer within the ScoutsCymru Leadership Team. On the following pages you will find more information about the role, as well as what the team is all about and 'what's in it for you' as a volunteer joining us.

You can apply for the role yourself using the application form or nominate someone else using the nomination form. Nominated people are under no commitment to apply unless they wish to. Apply or nominate online.

A search group has been put together to oversee this process and will review all applications and nominations to make decisions as to who to invite to attend the selection stage of this process.

## Key dates

The closing date for applications is 09:00 on Monday 2nd September, 2024

Interview dates: September/October

## Further information

For more information, or for an informal chat about this vacancy, please contact:

Robert Redmond –Regional Lead Volunteer of South Wales – ScoutsCymru  
RLVSouthWales@scoutscymru.org.uk

Or

Rachel Merriott – Head of Scouting Support – ScoutsCymru  
Email: Rachel@scoutscymru.org.uk

# The role – Area Lead Volunteer

## Outline:

The Area Lead Volunteer is a key volunteer leadership role within Scouting with responsibility for providing outstanding management and support for volunteers in the Districts that make up the Area.

The primary focus is to ensure that Scouting open to all and anyone can join the adventure; regardless of faith, ethnicity or social background, because we believe Scouting has the ability to change lives.

You do this by leading the team of District Lead Volunteers, and other volunteers in the Area, and working with the Scouting Support Team (employed staff) to grow Scouting, and by making sure all groups are running a high quality, safe and balanced programme of activities that is challenging, relevant and rewarding.

- Appointed by:** Regional Lead Volunteer for ScoutsCymru, via a search group process responsible to the HQ Volunteering Services Team
- Responsible to:** Regional Lead Volunteer for ScoutsCymru
- Responsible for:** District Lead Volunteers, Deputy Lead Volunteers, Area Training Manager, and all other Area appointments, however it is expected that line management for other roles are delegated to Deputies/Assistants.
- Main contacts:** Deputy Area Lead Volunteers, Assistant Area Lead Volunteers, members of the Trustee Board and subcommittees, District Lead Volunteers, Area Training Team Leader, Chief Volunteer of ScoutsCymru, members of the local community, schools and other youth organisations in the Area.
- Key tasks:**
- Ensure that every Squirrel Drey, Beaver Scout Colony, Cub Scout Pack, Scout Troop, Explorer Scout Unit and Scout Network within the Area can deliver a high-quality programme which is challenging, relevant and rewarding for every young person.
  - Provide proactive line management, including coaching, mentoring and guidance to District Lead Volunteers as well as other adult volunteers in the Area who directly report to you including setting objectives for their work, holding regular one-to-one meetings and reviews.
  - Build and maintain a sense of Area team by holding regular team meetings with the District Lead Volunteers, Deputy and Assistant Area Lead Volunteers, Area Training Team Leader and other appropriate volunteers within your Area team to collaborate and provide peer support.
  - Lead a safe, open and transparent culture around keeping young people and adults safe through our Yellow Card and key policies.
  - Ensure the timely recruitment and appointment of new District Lead Volunteers where required and ensuring that interim arrangements are put in place for any vacant posts.
  - Together with the District Lead Volunteers, agree the priorities for the Area and produce a plan to deliver these to meet the ScoutsCymru vision and strategic objectives.
  - Ensure that problems within the Area are resolved so that an effective volunteering culture is encouraged, and District Lead Volunteers and Group Scout Team Leaders feel supported to deal with challenging issues, including complaints in a timely manner.

- Ensure that the Area has an adequate team of supported and appropriate adults working effectively together and with others to meet the Scouting needs of the area.
- Ensure that problems within the Area are resolved so that excellent Scouting is provided to young people in the Area.
- Play an active part within the ScoutsCymru regional team by attending up to three meetings per year for Area Lead Volunteers, led by the Regional Lead Volunteer and twice yearly ScoutsCymru Team meetings for all Area Lead Volunteers to contribute to the development of Scouting within Wales as part of the ScoutsCymru team.
- Area Lead Volunteers are required to validate the learning for our manager and supporter volunteer training scheme, completion of which is recognised through the achievement of a Wood Badge for the Area Lead Volunteer role. As a key leadership position within Scouts we expect new Area Lead Volunteers to set a strong example and complete this required training within their first year.
- Area Lead Volunteers must be eligible for charity trustee status (as a member of the Trustee Board).
- It is expected that whilst volunteering for this role you will undertake regulated activity.
- Area Lead Volunteers are also expected to actively contribute as a member of their regional team and ScoutsCymru Team. This includes attending between three to six regional team meetings and two ScoutsCymru meetings per year.

### **Appointment requirements:**

### **Terms of appointment:**

The initial length of appointment is at the discretion of the Regional Lead Volunteer, through discussion with the appointee, and is usually for a period of one to three years initially before a formal appointment review. Area Lead Volunteers may complete no more than a total of ten years in the role. Renewal and continuation of appointment is at the discretion of the Regional Lead Volunteer and appointment reviews may be conducted at any time at the request of the role-holder and/or Regional Lead Volunteer.

**Note:** Many of the tasks for which the Area Lead Volunteer is responsible may be delegated to others in the Area, including a Deputy Area Lead Volunteer, if appointed. Whilst the new appointee will inherit an existing team of volunteers in key Area appointments, it is expected that new Area Lead Volunteer will review and reorganise their team's objectives and roles as they see fit.

### **For more information about the role**

Interested candidates are also encouraged to review Factsheet FS330075 available online at: [County/Area roles | Scouts](#) which provides more information about the role of the Area Lead Volunteer, structured around the six key areas of leadership and management.

# ScoutsCymru

ScoutsCymru has 12 Areas covering the whole of Wales.

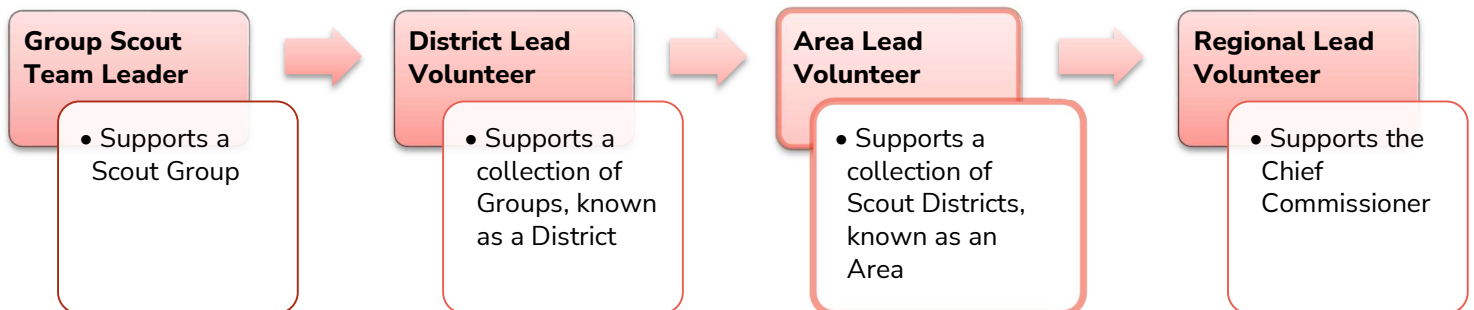
Total membership is currently 18,800, which includes:

- 52 Squirrel Dreys (ages 4 to 6)
- 246 Beaver Colonies (ages 6 to 8)
- 266 Cub Packs (ages 8 to 10½)
- 244 Scout Troops (ages 10½ to 14)
- 95 Explorer Units (ages 14 to 18)
- 22 Networks (ages 18 to 25)

## The current vacancy

We're currently looking for an Area Lead Volunteer. This is a management role, and we need someone who can provide leadership, motivation and guidance to our other adult volunteers.

Management structure of Scouting is as follows:



The Area Lead Volunteers support volunteers and other managers, known as District Lead Volunteers, who in turn support the managers of local Scout Groups. Adults at every level need support to ensure that they are motivated, inspired and focused on providing first-class Scouting. A good manager thanks other volunteers for their hard work and helps to make sure that they feel happy and supported, week after week.

The Area Lead Volunteer will also provide direction for the Area and will help others see the bigger Scouting picture through solid leadership.

We believe that everyone in management roles within Scouting should adopt an approach that combines the skills of both leadership and management.

In ScoutsCymru, there are several key tasks and activities which are carried out by the Area Lead Volunteer and area's volunteer leadership team which would form part of the role and fall within the new Area Lead Volunteer's scope to review, adapt and delegate accordingly. Some of these are carried out by the current Area Lead Volunteer and some are delegated to Deputy or Assistant Area Lead Volunteers. The important point here is that we don't expect the Area Lead Volunteer to be a super-hero and do all of this or devote every hour of the day to the role.

# Core Skill Areas

We've identified six core skill areas that make a good Scouting manager:



## 1. Providing direction

A good Area Lead Volunteer will create a vision for Scouting in their Area and provide clear leadership to implement that vision.

## 2. Working with people

It is vital that an Area Lead Volunteer can create team spirit amongst the other volunteers they work with, and can form effective working relationships based on trust and the fundamental principles of Scouting:

- integrity
- respect
- care
- belief
- cooperation

## 3. Achieving results

Good Area Lead Volunteers ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained within and between Scouting Districts. Forging links within the local community is also an important aspect of development.

## 4. Enabling change

It is important for Area Lead Volunteers to encourage volunteers to think of creative ways to improve Scouting across the Area. They should then provide the support to implement appropriate changes.



### 5. Using resources

A good Area Lead Volunteer will ensure that information and resources are available, helping volunteers across the Area to continue to provide excellent Scouting opportunities to young people.

### 6. Managing time and personal skills

A good Area Lead Volunteer Commissioner should use their time effectively and be willing to continue to learn and improve their skills.

## The Area

Mid Glamorgan has four districts:

- Bridgend
- CRAI
- Merthyr Tydfil
- Rhindda Cynon Taff

Across the four districts there are 39 groups with a total membership of 2,000 people. This is split into:

Total youth membership: 1,470

Total adult roles: 530

# Person specification

<b>Knowledge and experience:</b>	
Ability to lead, manage and motivate people in a voluntary environment.	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 volunteering in a manager/supporter role in Scouting (e.g. Group Scout Leader, District Commissioner or other District/County role)	Desirable
<b>Skills and abilities:</b>	
Excellent ability to communicate effectively, orally and in writing including ability to speak and present publicly in a clear, articulate and motivating way	Essential
Ability to provide advice and guidance effectively to others	Essential
Ability to provide inspirational strategic leadership for the County	Essential
Ability to contribute to strategy development and identify practical actions to achieve strategic objectives	Essential
Ability to effectively chair meetings	Essential
Can build, maintain and facilitate effective working relationships with a wide range of people	Essential
Ability to 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
Plans, manages and monitors own tasks and time	Essential
Can 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
Ability to use technology, especially mobile email, to carry out a range of tasks (confident in Microsoft Word, Excel and PowerPoint).	Essential
<b>Personal qualities:</b>	
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

# Induction for new Area Lead Volunteers

Induction plan delivered by the Scouting Support Team either face to face or remote, in conjunction with the Regional Lead Volunteer, as part of a structured induction for the role. These interactions will also include an opportunity to develop a plan of action in the role with dedicated support from staff within the ScoutsCymru team to implement actions around developing and growing Scouting in the Area.



## Headquarters Volunteer Induction Days

Area Lead Volunteers are appointed by UK Headquarters to lead Scouting in their assigned County, and as such are a key part of the Team, working in partnership with staff colleagues employed by the national charity, who are responsible for managing a range of nationally delivered services for local Scouting. New Area Lead Volunteers are invited to attend a two-day Headquarters induction at The Scouts' national headquarters at Gilwell Park, London where you will have the chance to meet with key staff colleagues to put faces to names and explore the support available to you as part of the wider Headquarters team.

## The Scouting Support Team

The Scouting Support Team is part of the ScoutsCymru staff team, with field-based staff who cover the four Welsh regions. The Scouting Support team supports volunteers to open new sections, units and groups, provides tools to help existing groups to grow, provides support and training on adult recruitment, and supports the induction of new volunteer managers in Scouting.

The Regional Lead Volunteer is a key link between the Scouting Support Team and local Scouting. Through close working and effective communication, the Regional Lead Volunteer will develop plans with you and the other Area Lead volunteers in the team to ensure the best use of resources to achieve Scouting's goals for the region, as agreed with the Chief Volunteer of ScoutsCymru.