

A photograph of three young men in Scout uniforms (black shirts, purple and yellow neckerchiefs) working outdoors. They are standing in a grassy area under a blue canopy tent. In the foreground, a green wheelbarrow is filled with brown soil. The man on the left is wearing black pants and gloves, looking down at the wheelbarrow. The man in the middle is wearing a black hoodie with white stripes on the sleeves, also looking down. The man on the right is wearing blue jeans, glasses, and gloves, looking towards the camera. The background shows a red car and some trees.

Lead and shape the future of Scouting in South West Cheshire

**Support Team Leader
Vacancy Pack** (09-2024)

swcscouts.org.uk/join

#SkillsForLife

Introduction

It's an exciting time to be involved in Scouting in South West Cheshire, as we look to expand and re-structure our District Team in line with Scouting's 'Transforming the Volunteer Experience' project.

We're aiming to create the best possible team to lead Scouts in South West Cheshire, working alongside our recently appointed District Lead Volunteer. We're looking for enthusiastic and talented individuals who can support volunteers in the District and help them to deliver exceptional experiences for every young person who wants to join us.

We're currently looking for a volunteer **District Support Team Leader** to work with us at South West Cheshire Scouts.

As District Support Team Leader, you'll take the lead in creating and shaping the Support Team. You'll be working closely with others in the District Leadership Team to lead and inspire volunteers in the District.

This is a senior leadership role within South West Cheshire Scouts (equivalent to a Deputy District Commissioner), and comes with significant responsibilities. You'll be empowered to make key decisions about the structure of your Team and the tasks it is assigned.

This role offers a unique opportunity to make a real impact on the lives of the young people and adult volunteers in our District through building, nurturing and leading the Support Team to deliver a shared vision and provides the opportunity to be at the very forefront of leading Scouting in South West Cheshire.

With you every step of the way

The District Support Team Leader is line managed by the District Lead Volunteer, who will help you to tackle challenges as they arise, set your objectives and work with you to review your performance. You'll also become a key member of the District Leadership Team, helping to set the ongoing strategy for South West Cheshire and working together to create inclusive Teams which reflect the demographics of the local area, and work well, on their own and together.

The work of our team is all about people and one of the incredible benefits of volunteering in any role in Scouts is the teams of people you get to work with. You'll join an incredible team of dedicated people leading Scouting in South West Cheshire.

You will get to inspire, motivate, shape and support the development of this team, building friendships around our mission of delivering exceptional programmes and experiences for young people to help them gain Skills for Life.

You can read more about Support Teams at: <https://www.scouts.org.uk/volunteers/volunteer-experience/teams/support-teams/>

Cheshire also has a County Support Team Leader, who will be able provide further support.

So why read on?

This role's for you if you'd enjoy:

- mentoring and developing others
- helping to grow Scouting by looking after joining enquiries
- identifying opportunities to open, close or merge Sections
- creating a positive image of Scouts in the local community
- planning and running fundraising events when they're needed to support the work of Scout Groups or the District

And, if you're great at:

- creating networking opportunities
- supporting effective processes, such as finance or IT
- looking after property, facilities and equipment

Whilst volunteering as a District Team Leader may be challenging at times, it will also be a hugely rewarding role. You'll develop your own leadership skills by managing a team of volunteers. The challenges that you find ways to tackle will stretch you as a leader, and as a person, and you'll unlock a new understanding of how much you are capable of. This could be a great asset for your professional life as well as in Scouts.

If you enjoy seeing things happen, achieving success, and making a positive impact to the lives of young people in our community, this role provides all of that and more.

Applications are invited from all members of South West Cheshire Scouting and beyond. Age and experience are no barrier to anyone with the right skills; we will provide support, guidance, and learning opportunities for the successful candidate.

We are committed to Equity, Diversity and Inclusion in everything we do and welcome applications and nominations from everyone, including people who are currently underrepresented in our leadership roles: young people (aged 18-25), women, those from Black, Asian and/or minority ethnic backgrounds, and people with lived experience of supporting less affluent young people and communities.



What does a District Support Team do?

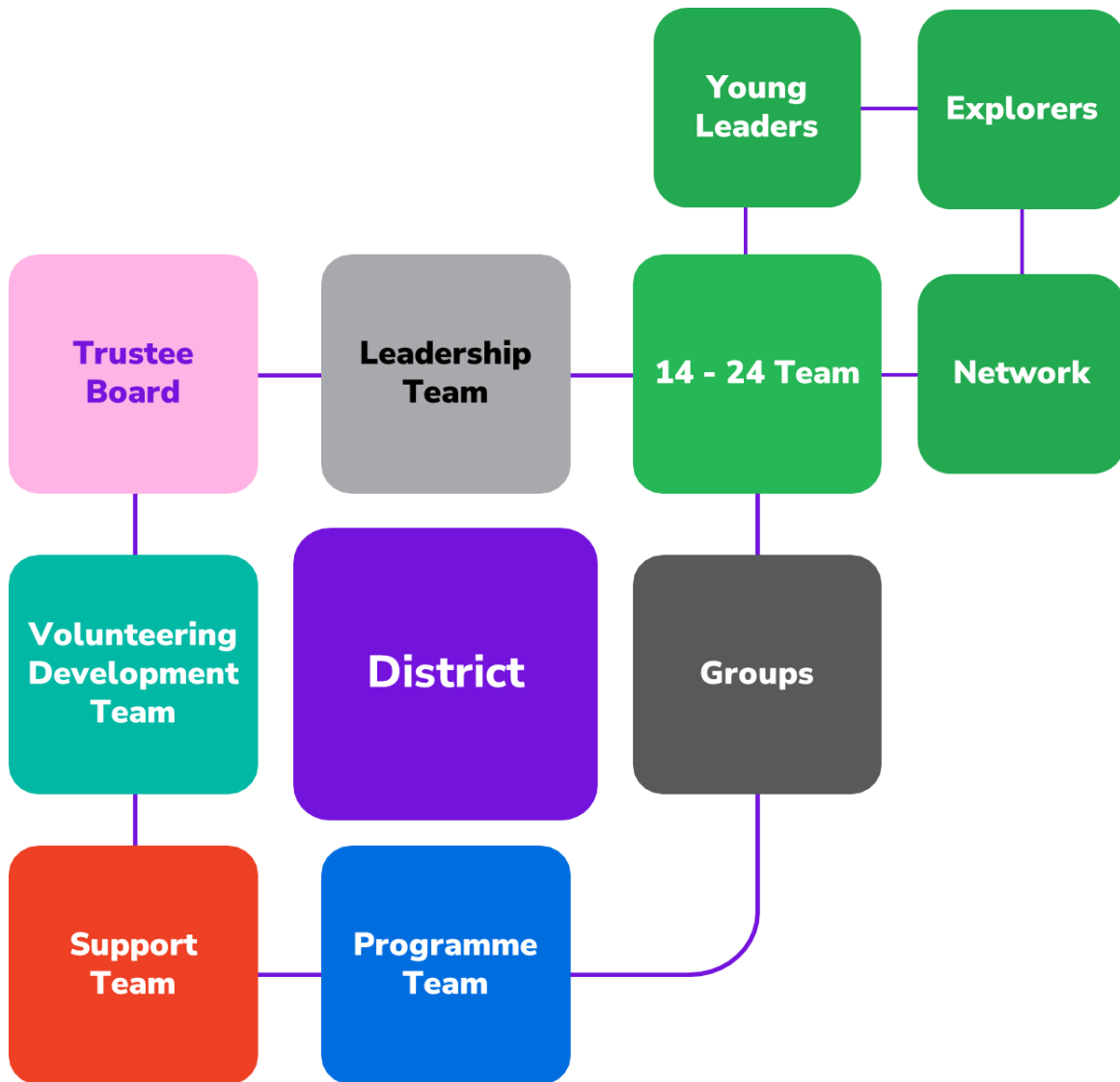
The District Support Team ensures the smooth running of the District, managing money, resources and assets.

The Support Team's tasks include:

- Help to grow Scouting by managing the joining enquiries process, matching potential new members to Groups with the space to accommodate them.
- Working with Groups and other District Teams to open, close or merge Groups and Sections to suit local demand and in line with the District's growth plan.
- Creating and maintaining relationships with other community organisations to [help Scouts grow](#) and [further our reach](#) into more communities.
- Creating a positive image of Scouts in the local community, showing that Scouts is [inclusive and open to all](#).
- Planning and running Fundraising events when they're needed to support the work of the District.
- Supporting effective processes in the District such as finance administration, IT and managing joining enquiries.
- Supporting the teams who look after District owned property, facilities and equipment - such as the District HQ & Scout Shop and Milldale Campsite.

As Team Leader, you'll work with Team Members to share out tasks and make sure the Team runs smoothly.

Structure and Function of Teams in South West Cheshire



District Leadership Team: leads, inspires, and motivates volunteers in South West Cheshire.

Trustee Board: provides governance to ensure the District is run safely and legally.

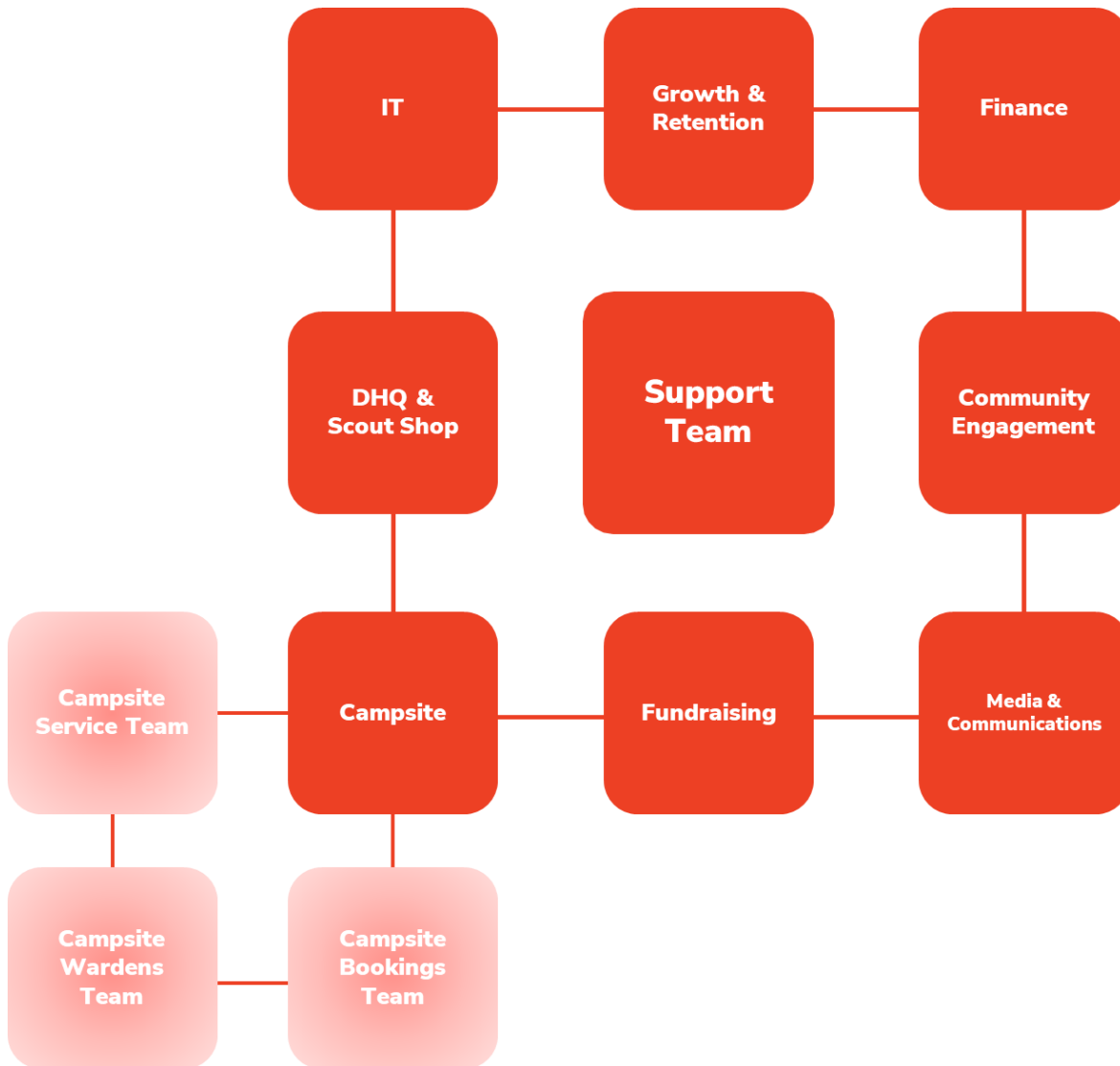
Volunteering Development Team: ensures volunteers in the District are welcomed, supported and well looked after.

Support Team: ensures the smooth running of the District.

Programme Team: supports the District's section teams to work together and delivers events and activities under the District banner.

14-24 Team: supports volunteers in Explorer, Young Leader and Scout Network Section Teams to ensure that great programmes are planned and delivered for young people in this age range.

Possible Structure for Support Team & Sub-Teams in South West Cheshire



The above is provided purely as an example. As District Support Team Leader, you'll take the lead in determining the most appropriate structure for the Team to help it achieve its objectives. You'll lead the recruitment and selection of new volunteers to join the Team.

The structure and membership of the Team and its Sub-Teams is expected to evolve over time according to the needs of the Team and the District, and the available volunteer resource.

Core Skill Areas

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



1. Providing direction

A good Team Leader will create a vision for their Team and provide clear leadership to implement that vision.

2. Working with people

It is vital that a Team Leader 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 Team Leaders ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained, both with the volunteers in the District, and within the local community.

4. Enabling change

It is important for Team Leaders to encourage volunteers to think of creative ways to improve Scouting. They should then provide the support to implement appropriate changes.

5. Using resources

A good Team Leader will ensure that information and resources are available to help volunteers in their Team.

6. Managing time and personal skills

A good Team Leader should use their time effectively and be willing to continue to learn and improve their skills.

How the process works

Process

Thank you for your interest in volunteering.

You can apply for the role yourself using the [application form](#) or nominate someone else using the [nomination form](#). Nominated people are in no way committed to apply unless they wish to.

Shortlisting will be based solely on the information provided by each candidate in their application form. All applications should address the requirements of the role, as laid out in the role description and person specification.

Key dates

Applications are open on a rolling basis, and conversations with shortlisted applicants will be held as applications are received until an appointment is made.

This appointment will start as soon as is reasonably possible after appointing a successful candidate.

The initial term of appointment is at the discretion of the District Lead Volunteer. Appointment is expected to be made for an initial 3-year period before an appointment review.

Further information

For more information, or for a confidential informal chat about this vacancy, please contact Dan Baldwin, South West Cheshire's District Lead Volunteer by emailing dc@swcscouts.org.uk.



About the role – Support Team Leader

Outline role description

Outline:

As a senior member of the District Leadership Team, the District Support Team Leader works in partnership with the District Lead Volunteer. The role of the District Support Team Leader is to lead the Support Team in ensuring the smooth running of the District managing money, resources and assets.

Responsible to:

District Lead Volunteer

Responsible for:

District Support Team and Sub-Teams

Main Contacts:

Young people and volunteers from across the District, District Lead Volunteer, District Youth Lead, District Leadership Team Members, County Support Team Leader, other local District Support Team Leaders.

Appointment requirements:

Must successfully complete the appointment process (including acceptable personal enquiries and acceptance of The Scout Association's policies). All relevant learning must be completed during the appointment, and ongoing safeguarding, safety, and first response training must be completed.

Main Tasks

Lead on supporting the smooth running of the District

- Put in place effective administration processes to allow the District to make the most of its available resources, assets and facilities.
- Help promote the growth of Scouting in the District through managing enquiries, waiting lists and availability of provision.
- Promote a positive image of Scouting in the local community and explore opportunities for improving community engagement.

Create a positive team environment

- Agree how your team's tasks are shared among Team Members by considering their skills, interests, and availability.
- Make sure the team is open and inclusive. Adapt team activities and tasks to be accessible to everyone.
- Make sure everyone in the team is safe and following safety and safeguarding procedures.

Help volunteers find what they need

- Help volunteers in the team to find and access learning and networking opportunities that support their work.
- Encourage Team Members to share what's happening in the team and find out where they might need support.

Attract and welcome new volunteers

- Help recruit new volunteers (working with the District Leadership Team and the District Volunteer Development Team) so there's always enough people in the team to accomplish the tasks.
- Make sure new volunteers are warmly welcomed and complete their learning.

Reflect and review

- Set up regular team self-reviews (at least once a year) to give everyone a chance to reflect on successes, and plan for the future.
- Carry out individual reviews with Team Members.

Person Specification

Knowledge and experience	
An understanding of the challenges of working within 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 Lead Volunteer, or a District or County role)	Desirable
A working knowledge and experience of what we do in Scouting to deliver programme to young people	Desirable
Experience of overseeing effective administration processes, in a voluntary or professional capacity	Essential
Detailed knowledge of one or more of the following areas: media & communications, facilities management, retail, finance	Desirable
Experience of growing Scouting successfully	Desirable
Skills and abilities	
Ability to lead, manage and motivate people in a voluntary environment	Essential
Ability to communicate effectively, orally and in writing	Essential
Ability to provide advice and guidance effectively to others	Essential
Ability to contribute to strategy development and identify practical actions to achieve strategic objectives	Essential
Ability to effectively chair meetings, face-to-face or online	Essential
Ability to build and maintain good working relationships with a wide range of people	Essential
Ability to enable others to identify issues, set and clarify objectives, and gain the necessary skills and confidence to work in a team	Essential
Ability to plan, manage and monitor your own tasks and time	Essential
Ability to construct and implement long-term plans to improve and expand the way Scouting is supported in the District	Essential
Qualities required	
Accept the policies and rules of The Scouts	Essential
An understanding of the needs of adult volunteers	Essential
Flexible approach	Essential
Resourceful, energetic and self-motivated about the role	Essential

About South West Cheshire

South West Cheshire is located within Cheshire County and is made up of twenty two Groups. The District covers Crewe, Nantwich, Haslington, Sandbach, Shavington, Audlem, Bunbury, Wybunbury and surrounding areas.

Total membership (at census 2024)

- 0 Squirrels Scouts (4 – 6-year-olds)
- 343 Beaver Scouts (6 - 8-year-olds)
- 362 Cub Scouts (8 - 10 ½ year-olds)
- 333 Scouts (10 ½ - 14-year-olds)
- 134 Explorer Scouts (14 – 18-year-olds)
- 465 Adults (18+ year-olds), of which 6 are Scout Network members (18 – 25-year-olds)
- Total Membership 1,637.

More information about Scouts

- [What Scouts do](#)
- [Skills for Life – our strategy to 2025](#)
- [About volunteering with Scouts](#)
- [Our rules and key policies](#)