



**Scouts**  
City of Newcastle



**Scouts**  
Northumberland



**City of Newcastle Scouts  
District Lead Volunteer**

**Vacancy Pack and Role Description**

# INTRODUCTION TO NORTHUMBERLAND SCOUTS

It is an exciting time to be involved in Scouting, as we progress our Transforming the Volunteering Experience project in order to change the way we volunteer to enhance and deliver skills for life to young people

As District Lead Volunteer you will take the lead in creating and shaping the City of Newcastle Scouts. You will be joining a team of talented Team Leaders of our other Key areas.

The role of County Support Team Leader is a demanding one, but we believe that it is critical to our success as well as being a highly rewarding challenge for the right volunteer. We are looking for individuals who can lead and inspire their team by being a great coach, critical friends and motivators. This is a senior manager role within Northumberland Scouts and comes with significant responsibilities. It also offers a unique opportunity to make a real impact on the lives of our Adult Volunteers in our County through building, nurturing and leading a team to deliver our shared vision. This role provides the opportunity to be at the forefront of our continued success within Northumberland Scouting.

I like to think of the Northumberland County Leadership Team as an inclusive team, which includes Lead Volunteers for Section Support, Advisors and District Lead Volunteers, all focused on how we support our District, Groups and Sections across the county. 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 enjoy having fun in the process.

We are looking for individuals who can lead and support by being a great coach, critical friends, and motivators to get the best from the people our team is here to support. Joining the team now provides the opportunity to be at the forefront of our continued success within Scouting.

It is my ambition to create the best possible team to lead Scouts in Northumberland, and I believe that we will do that by inviting and involving volunteers from different walks of life with different experiences, different skills, and perspectives. **So, at this time we are really keen to provide opportunities for people to develop their skills, interests and experience in Scouting in a supportive and enjoyable way.**

Read on to find out more about how you or someone you know could get involved – give it a go, apply yourself or nominate someone you know today!



**Peter Thorp**  
County Lead Volunteer  
Northumberland Scouts



# Northumberland Scouts



## ABOUT US

Northumberland Scouts is a Scout County with over 6,000 youth members and 1,700 adult volunteers. We operate across Northumberland, North Tyneside, Newcastle Upon Tyne, Hexham and up to Berwick upon Tweed, supporting the delivery of Scouting across 96 Scout Groups, 26 Explorer Scout Units and 10 Scout Districts. Each week there are 350 section meetings at the 90+ locations where our young people meet, providing over 1,000 hours of Scouting activities for young people.



## SUPPORTING ADVENTURE

Northumberland Scouts are responsible for supporting the delivery of active and adventurous programmes for 4 to 6 year old Squirrel Scouts, 6 and 8-year-old Beaver Scouts, 8 to 10-year-old Cub Scouts and 10 to 14-year-old Scouts organised in Scout Groups and 14 - 17-year-old Explorer Scouts and 18 – 25-year-old Scout Networks organised in Districts.

In all sections the focus is on the delivery of a balanced yet exciting programme with a focus on developing skills for life through outdoor activities and adventure.



## FIND OUT MORE

To find out more about us, please visit our website at [www.northumberlandscouts.org.uk](http://www.northumberlandscouts.org.uk)

Thank you for considering the role of District Lead Volunteer for City of Newcastle Scouts, or nominating someone you think would be good for the role, it will make a huge difference to the lives of our 6,000+ youth members.



# How to apply or nominate someone

## Process

Thank you for your interest in volunteering as District Lead Volunteer for City of Newcastle Scouts. On the following pages, you will find more information about the role, 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 expression of interest form, or nominate someone else using the nomination form. Nominated people are under no commitment to apply unless they wish to. A search group has been put together to oversee this process. It will review all applications and nominations to decide whom to invite to attend the Conversation stage of this process.

Apply or nominate online:

[Apply yourself](#)

[Nominate someone else](#)

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

## Key Dates

The closing date for applications is 31st October 2024.

Interviews will be held in November 2024

## Further information

For more information, or for an informal chat about joining Team Northumberland, please e-mail [peter.thorp@northumberlandscouts.org.uk](mailto:peter.thorp@northumberlandscouts.org.uk) to arrange to speak with Peter Thorp, County Lead Volunteer for Northumberland Scouts.



# Why you should read on...



## Can you answer yes to these questions?

- Do you enjoy volunteering in Scouts?
- Can you inspire and motivate volunteers in Scouts?
- Do you have ideas for how we could make Scouts even better or easier for volunteers to be brilliant in their roles?
- Do you enjoy being part of a fun and caring team?

We want the best people in the team so that we can do the best possible job for our volunteers across the County. We welcome applications and nominations from everyone including people who are underrepresented in our leadership roles including people from Black, Asian and/or minority ethnic backgrounds and women, as well as people with lived experience of supporting less affluent young people and communities. Joining the team isn't just about having all the skills and all the experiences to do the role from day one – Scouts is just as much about us as adults using and developing our own skills as it is about creating opportunities for young people to build Skills for Life.

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## Why would I want to volunteer as a District Lead Volunteer?

You **enjoy**:

- engaging with local communities
- setting up new groups
- getting stuff done

You're **great** at:

- looking after property and equipment
- engaging with local community leaders
- administration

Whilst volunteering as a District Lead Volunteer can be challenging at times, it is also incredibly rewarding. You will be able to develop and hone your leadership skills by managing a team of volunteers across the breadth of Newcastle and also Northumberland. Leading and managing volunteers provides so many more opportunities and experiences than with employees, what you can gain by doing this well can be a **great asset for your professional life** as well as in Scouts. The issues and challenges that you find ways to tackle will stretch you as an individual and as a leader and you'll find yourself **discovering new things that you are capable of achieving**.

This role is all about people and one of the incredible benefits of volunteering in any role in Scouts, but even more so as District Lead Volunteer, is the teams of people you get to work with. **You get to inspire, motivate, shape and develop this team**, building friendships and establishing a sense of camaraderie focused on our mission for transforming the Volunteer experience.

**Vacancy Pack: City of Newcastle District Lead Volunteer**  
**#SkillsForLife**

# What are we looking for?

## Skills and abilities

- Ability to organise, lead and motivate a group of volunteers to get things done
  - Ability to speak and present publicly in a clear, articulate, and motivating way
  - Ability to effectively chair meetings both face to face and via online platforms
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- Ability to be assertive and cope with challenging situations
  - Ability to use digital technology well, including Microsoft Office programs (Word, Excel, PowerPoint) as well as email and online digital platforms including mobile apps such as WhatsApp, Zoom, Teams etc for virtual meetings.
  - Ability to communicate well, orally and in writing
  - Ability to listen to others and counsel when necessary

## Knowledge and experience

- Experience of the effective management and leadership of volunteers.
- Experience of strategic management in a professional or voluntary capacity.
- Experience of managing adults across a wide geographical area and from various backgrounds.
- Knowledge and experience of what we do in Scouting to deliver programme to young people (this might be as a youth member, parent, or existing volunteer)

## Personal qualities

- Inspirational and able to create followership amongst other volunteers in Scouts Inspirational, energetic, and enthusiastic about the role
- Open to new ideas and motivated to deliver change
- Approachable at all reasonable times
- Committed to the Values and Fundamentals of Scouts
- Committed to your own personal development
- Self-motivated
- Able to travel to attend meetings

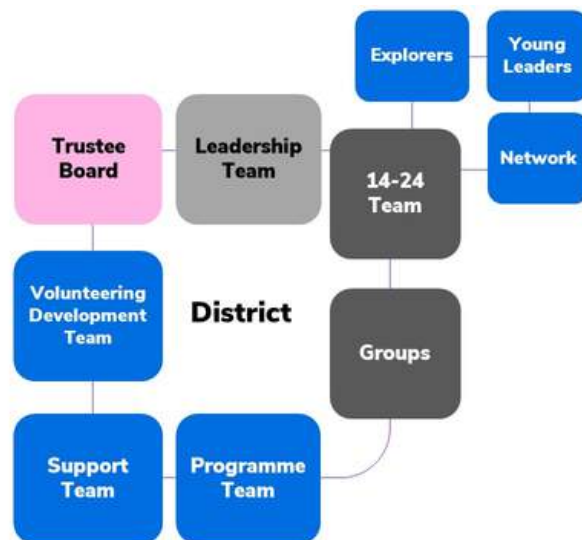
**Grab the opportunities that Scouts gives you, take the skills you learn and use them throughout your lives. Always be grateful and always kind. Shine that Scout spirit to all you meet.**



# District Structure

Scout Districts help volunteers develop, improve Section programmes, and support Scouts to run in the best way possible.

They keep volunteers working well together and feeling motivated. They also make sure the 14-24 Sections are working well and are well regarded in their local community.



## City of Newcastle Scouts

City of Newcastle Scouts covers the Newcastle City Council boundaries, with groups located right across the City. City of Newcastle District is located within Northumberland Scout County, and is made up of 20 Groups, 8 Explorer Units, 1 Scout Network Unit & The District has 3 Scout Active Support Units, with these Units provide a focus for those over the age of 18 to support Scouting in the District.

City of Newcastle District has a total membership is currently 1,857 members, which includes:

- 39 Squirrel Scouts (4 - 6 year olds)
- 344 Beaver Scouts (6 - 8 year olds)
- 470 Cub Scouts (8 - 10 ½ year olds)
- 394 Scouts (10 ½ - 14 year olds)
- 177 Explorer Scouts (14 – 18 year olds)
- 42 Network members (18 – 25 year olds)
- 391 Adults (18+ year olds).

\* As of January 2024 census

# The Role - District Lead Volunteer

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

**Appointed by:** County Lead Volunteer, following recommendation by the County Appointments Advisory Committee

**Responsible to:** County Lead Volunteer, Northumberland Scouts

**Responsible for:** Team Leads, District Training Manager, Youth Lead and all other District appointments, however it is expected that line management for other roles are delegated to Deputies/Assistants

**Main contacts:** District Senior Leadership Team Members, District Chairperson, District Trustee Board, County Leadership Team, Lead Volunteers in our Districts.

**Key tasks:** Manage your team to accomplish the following Tasks

**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.
- Produce a vision for the District and implement a development plan to meet that vision.
- Ensure that Scouting in the District is attractive to young people and adults from all backgrounds in the District.
- Ensure that the District 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 District are resolved so that excellent Scouting is provided to young people in the District.
- Work with the County Lead Volunteer and other District Lead Volunteers in the County to ensure that the Scouting in the County thrives.

Note: Some of the tasks for which the District Lead Volunteer is responsible may be delegated to others in the District, including a member of their Senior Leadership Team.





## **Terms of appointment:**

The initial length of appointment is at the discretion of the County Lead Volunteer - Northumberland Scouts, through discussion with the appointee, and is usually for a period of one to three years initially before a formal appointment review. Renewal and continuation of appointment is at the discretion of the County Lead Volunteer and appointment reviews may be conducted at any time at the request of the role-holder and/or County Lead Volunteer.

## **The current vacancy**

We're currently looking for a District Lead Volunteer. This is a management role, and we need someone who can provide leadership, motivation and guidance to their Team Members.

## **Core Skill Areas**

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

### **1. Providing direction**

A good District Lead Volunteer will create a vision for Scouting in the City of Newcastle Scouts, and provide clear leadership to implement that vision.

### **2. Working with people**

It is vital that a District 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 District Lead Volunteers ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained within and between Scouting Groups and Units. Forging links within the local community is also an important aspect of development.

### **4. Enabling change**

District Lead Volunteers need to encourage volunteers to think of creative ways to improve Scouting across the District. They should then provide the support to implement appropriate changes.

### **5. Using Resources**

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

### **6. Managing time and personal skills**

A good District Lead Volunteer should use their time effectively, be willing to continue to learn, improve their skills.

# About Northumberland Scouts

The Scouts are the UK's biggest mixed youth organisation. Northumberland is one of the largest Scout Counties in the UK, with a total membership of over 7,500+ and growing right across the region of Northumberland from The River Tyne in the south to the north of Berwick. You'll probably find a Scout group or Explorer Scout unit within a couple of miles of your house.

## **Benton Scouts**

Youth membership: **370**  
Adult volunteers: **99**  
Number of Scout Groups: **7**

## **Blyth Valley Scouts**

Youth membership: **418**  
Adult volunteers: **149**  
Number of Scout Groups: **10**

## **Castle Morpeth Scouts**

Youth membership: **703**  
Adult volunteers: **159**  
Number of Scout Groups: **5**

## **City of Newcastle Scouts**

Youth membership: **1466**  
Adult volunteers: **391**  
Number of Scout Groups: **20**

## **Hadrian Scouts**

Youth membership: **611**  
Adult volunteers: **145**  
Number of Scout Groups: **11**

## **Mid-Northumberland Scouts**

Youth membership: **227**  
Adult volunteers: **40**  
Number of Scout Groups: **6**

## **North-Northumberland Scouts**

Youth membership: **59**  
Adult volunteers: **31**  
Number of Scout Groups: **2**

## **Tynemouth Scouts**

Youth membership: **707**  
Adult volunteers: **260**  
Number of Scout Groups: **15**

## **Wansbeck Scouts**

Youth membership: **364**  
Adult volunteers: **154**  
Number of Scout Groups: **7**

## **Whitley Bay & District Scouts**

Youth membership: **713**  
Adult volunteers: **195**  
Number of Scout Groups: **11**

# More information about Scouts

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

