



Assistant County Commissioner Volunteer Recruitment Avon

Applicant Information Pack



The role

Overview of the role of Assistant County Commissioner Volunteer Recruitment

Are you a confident person with great communication skills? Do you have a flare for sales? Have you built positive professional relationships with clients or candidates?

If so, you could be perfect for this role because we want to build strong teams of volunteers with the right skills to help us make Scouting available to more young people who want to join. The Assistant County Commissioner (ACC) Volunteer Recruitment is a senior volunteer role within Scouting, with responsibility for recruiting other senior volunteers. The main focus of the ACC role is to build professional relationships with large businesses and adult education organisations to identify great candidates and promote the career benefits to individuals of volunteering with the Scouts.

Role description

Appointed by:	County Commissioner
Responsible to:	Deputy County Commissioner Growth and Development
Responsible for:	Delivery Team (if other appointments are not held)
Main internal contacts:	County and Deputy County Commissioners, County Youth Commissioner, District Commissioners, County Growth and Development Team, Regional Services Team, District Growth and Development Leads
Other internal contacts:	Assistant County Commissioners, County Chair
Key tasks:	<p>Build strong network engagement with business, adult education and local volunteering sector communities. Target the right people for roles by promoting the career benefits to individuals of volunteering with the Scouts.</p> <p>Priority focus on:</p> <ul style="list-style-type: none">• recruitment for County Roles• support and direction for Districts to appoint Growth and Development Leads and to build a strong Growth and Development teams

Support ongoing recruitment for County and District Teams, through leading search parties and providing best practice advice and guidance.

Encourage and support District Growth and Development teams to deliver best practice recruitment training to Groups

Improve the volunteer journey, within County and Districts, working closely with Training Managers and appointments committees

Develop County induction approach and co-ordinate for new County appointments, including DCs and DDCs

Support the County Training Manager with the delivery of recruitment training modules.

Keep track of outcomes so we can review and evaluate success.

Manage delivery within agree budget.

Time commitment:

On average, 6 weekends (or part weekends) per year

Approximately 6 hours per week to attend meetings and events.

Some of this time may need to be during the working day to enable engagement within the community.

Terms of appointment:

The appointment is for an initial term of 3 years (subject to annual review with the Deputy County Commissioner Growth and Development), with the potential for reappointment for a further period of time.

This is a voluntary leadership role and is unremunerated, however, reasonable expenses in line with the County's Expenses Policy will be paid.

Equality

Scouting is committed to inclusion and diversity and do everything practically possible to create volunteering opportunities which are accessible and inclusive to all adults. The Scout Association has a robust Equal Opportunities Policy and believes that no person volunteering their services should receive less favourable treatment or suffer disadvantage due to their disability.

Person specification

Skills and abilities:

- Confidence, particularly in networking and interacting with a large number of people
- Good communication skills
- Ability to speak and present publicly in a clear, articulate and motivating way
- Patience to deal with setbacks
- Ability to multitask and manage time to work on a number of projects at the same time
- Ability to lead, manage and motivate people in a voluntary environment
- Ability to effectively chair meetings
- Ability to listen to others and counsel when necessary
- Ability to coach and mentor
- Ability to be assertive and cope with challenging situations
- Ability to use technology, especially mobile email, to carry out a range of tasks (confident in Microsoft Word, Excel and PowerPoint)
- Ability to quickly assimilate a broad overall knowledge of Scouting's policies and structures
- Ability and willingness to undertake the appropriate adult training requirements.

Knowledge and experience:

- Recruitment or sales experience would be beneficial but not essential
- Experience of building positive professional relationships
- Approachable at all reasonable times
- Self-motivated
- Flexible approach
- Resourceful, energetic and enthusiastic about the role
- Commitment to The Scout Association's Fundamentals
- Sufficient time available for the role, including mid-week and weekend engagements, sometimes including travel
- No envisaged barriers to obtaining enhanced disclosure.

Next steps and how to apply

The process of making a recommendation for appointment to the role will be undertaken by Nigel Ball, Deputy County Commissioner Growth and Development, Avon.

Please complete the online application form: <https://goo.gl/forms/E3OCw19oivAzqTZV2>

When completing the form please provide as much relevant information as possible as this will assist in considering who may be best suited for the role. Please refer to the role description and person specification to help us understand how you meet the requirements of the role. It may be helpful to include experiences outside of Scouting that are relevant to the role such as in professional or other volunteer capacities.

Further information

If you require any further information about the role, or indeed would like an informal discussion about it, please contact Nigel Ball (Deputy County Commissioner) by telephone on 07545 808867 or by email at nigel.ball@avonscouts.org.uk

Nomination/Application deadline

All nominations must be submitted via the online form by Friday 15 February 2019.