

Being a Section Leader or Assistant Section Leader

Thank you so much for considering volunteering to help us as a member of our Leadership team.

1st Chandler's Ford Scout Group

The 1st Chandler's Ford Scout Group is part of Chandler's Ford District Scouts within the heart of Hampshire. We are one of the largest Groups in the area and continue to grow.

We have 2 Beavers colonies, 2 Cub packs and 2 Scout troops in our Group. For further details please see our website <https://1stchandlerfordscouts.co.uk>

Each Scout Group is run by a team of Leaders and Section Assistants who run the Section meetings for our Young People, and an Executive Committee who work behind the scenes to ensure the Group runs in a safe and efficient manner in accordance with The Scout Association's Policy Organisation and Rules.

What does being a Leader involve?

Section Leaders and Assistant Section Leaders are adult volunteers who organise and run a Section within the Group. In particular, they are responsible for planning and delivering a Balanced Programme, with the help of other Section Leaders, Assistant Section Leaders, Section Assistants and Young Leaders. All Leaders as are responsible to the Group Scout Leader.

The people you are likely to be in contact with include our young people, parents/carers, Section Leaders, other Section-based volunteers, the Group Scout Leader, Young Leaders, Assistant District and County/Area Commissioners and the Group Executive Committee members.

Your main role is to help deliver a balanced programme to our young people, to ensure the Section runs appropriately, to help with wider Group tasks and activities and to have fun!

Delivery of a Balanced Programme:

- Support the delivery of a safe, exciting and stimulating Balanced Programme for the Section taking into account the needs, interests and abilities of the Young People.
- Support the safe delivery of the programme in accordance with the Policy, Organisation and Rules of The Scout Association.
- Ensuring that every young person in the Section has the opportunity to attend at least one night's away experience each year.
- Actively support and promote the achievement of badges and awards, in particular the Chief Scouts Award.

- Actively work with other adults in the Group to support and promote Group or multi-section activities and events.
- Agree how you can ensure regular opportunities are provided for young people to express their views on the programme and running on the Section, and that those views are taken into account (for example using Log Chews, Pack, Troop, Sixer or Patrol Leader forums, or any other method).
- Actively support other Leaders to promote the Moving On from Section to Section.

Operation of the Section

- Work with the Group Scout Leader, the Group Executive Committee and others to support recruiting and inducting appropriate Section Leaders, Assistant Leaders and Section Assistants.
- Agree responsibilities with the Section Leader(s), Assistant Section Leader(s), Section Assistants and parent helpers taking into account the development of the individual's leadership potential.
- Ensure accurate records are kept of the Young People in the Section in accordance with the Data Protection Act and pass these records to the Section Leader when the Young Person reaches the age to move up to the next Section.
- Regularly review the operation of the Section.
- Make and maintain good relationships with parents/carers of the Young People. This may include running a parent rota and/or inviting parents to support camps or other residential experiences.

Wider Group tasks:

- Follow the Group's financial procedures which must be in accordance with POR.
- Attend and contribute to relevant Group and District meetings. These may include meetings of the Group Council, Leaders' meetings (at Group, District or County level), and AGMs.

What do I need to do to become a Leader?

1. All Leaders need to go through the appointment process

- You will be asked to **complete** our Scouts 'Adult Information Form'. The information you provided will be added to our secure adult volunteers database 'Compass'. You will be provided with a Compass number when you have been added.
- All Leaders need to have a **DBS check** and will be contacted to arrange an identity check as part of this.
- The Appointment Secretary will **contact your referees** listed on the Adult Information Form.
- You will then be invited to **meet with an Appointment Committee**. This meeting is an information discussion with a few Leaders and adult volunteers working in the local area. The aim of this meeting is to give you the opportunity to ask any questions and to ensure you understand what being a Leader involves.

2. Training

- All Leader must complete the 'Getting Started' training listed on the Scouts.org website within 5 months of starting as a Leader (<https://www.scouts.org.uk/volunteers/learning-development-and-awards/training/learners/modules/getting-started-training/>). There are 5 online learning modules that you need to complete – Safety, Safeguarding, GDPR, Essential Information and Tools for the Role. **Safety and Safeguarding must be completed before you can start your Leadership role.**
- Once you have completed the above modules, you move on to working towards your 'Wood Beads'. You have 3 years from your appointment date to complete this training. You will be contacted by our local Training Advisor who will create a Personalised Learning Plan to help you to navigate through this training process. Wood Beads training currently involves a mixture of e-learning modules, online Zoom training, validation meetings and face to face training sessions. Further details about your Wood Beads training can be found on the Scouts.org website

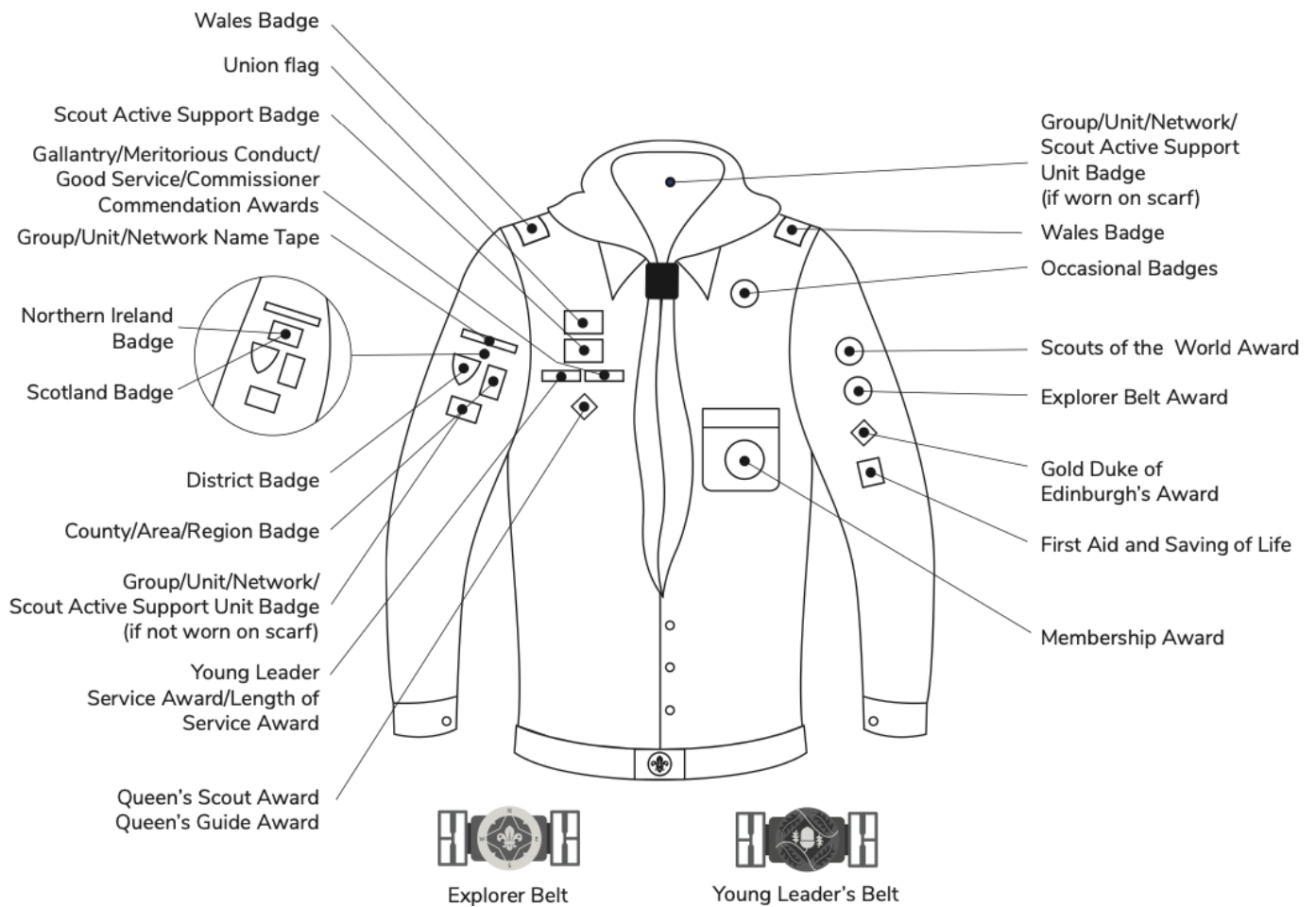
Uniform

A Scout Leaders uniform consists of a buff coloured shirt or blouse that your badges will be sewn on and a coloured scarf or 'necker' to represent our local group.

Once you have completed the appointments process and the Safety and Safeguarding modules we will invest you into our Group. Your investiture ceremony is when you make the Scout promise and formally agree to become part of our Scouting family. You will be given several badges when you are invested including the world badge, our Group name tape and badge, District and County badges. You will also be given a Group necker.



Badges should be sewn onto your uniform as per this guide:



Important linked documents:

- [Adult Information Form pdf](#)
- [Scouts key values pdf](#)
- [Young People First – Yellow Card pdf](#)