A group of people sitting at a table

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**District Lead Volunteer**

**Information for anyone considering the role of District Lead Volunteer   
for West Leeds**

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**scouts.org.uk/join #SkillsForLife**

# About us

## Overview of Scouts

We are the UK’s biggest mixed youth organisation. We change lives by offering 4 to 25 year olds, fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Our members gain valuable skills for life including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

**What do Scouts do?**

Scouts take part in a wide range of activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming or even how to fly a plane. There’s something for everyone. It’s a great way to have fun, make friends, get outdoors, express your creativity, and experience the wider world.

**What do volunteers do?**

This everyday adventure is only possible thanks to our team of adult volunteers, who support Scouts in a wide range of roles from working directly with young people, to helping manage a local community-based Group, to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship.

Our award-winning training scheme for volunteers means that adults get as much from Scouts as young people. Our approach focuses on what you want to get out of volunteering with Scouts, while respecting how much time you can offer. Over 90% of Scout volunteers say that their skills and experiences have been useful in their work or personal life.

## Key facts and figures

The Scout Association is a UK charity founded in 1907 and now boasts a membership of around 600,000 young people and adult leaders. We are the largest mixed youth movement in the UK. Scouting activity is delivered through 7,000-plus community-based Scout Groups nationwide.

Scouting is widely recognised and is one of the most trusted charities in the UK, giving it a significant level of influence and responsibility. Scouting’s greatest strength lies in its grass roots. It is locally that Scouting is best able to identify and work directly with young people most in need.

We believe that through the everyday adventure of Scouting, young people and adult volunteers regularly experience new challenges that enrich and change their lives.

The current focus for the Trustees and those in Scouting in the UK is delivering our strategic vision. Our strategy for Scouting across the UK is currently nearing completion to secure our direction through to the end of 2025.   
  
Team UK (the team of lead volunteers that leads Scouting across the UK) plays a key part in leading the delivery of this strategy. More details on the work towards our new plan are available at [www.scouts.org.uk/about-us/strategy/](http://www.scouts.org.uk/about-us/strategy/)

# Scouting’s fundamentals

## Our mission

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

**Our values**

As Scouts, we are guided by these values:

**Integrity**

**Respect**

**Care**

**Belief**

**Co-operation**

[Further information on our fundamentals, purpose and values](https://www.scouts.org.uk/por/1-fundamentals-of-scouting/) can be found on our website at [www.scouts.org.uk/por/1-our-fundamentals/](http://www.scouts.org.uk/por/1-our-fundamentals/)

# Scouting’s key policies

In common with all members in Scouting, District Lead Volunteers are required to promote and follow our key policies. The policies cover:

**Duty of Candour  
Equal Opportunities**

**Privacy and Data Protection**

**Religion**

**Safety**

**Safeguarding**

**Vetting**

**Youth Member Anti-Bullying Policy**

Further information on our policies can be found on our website at [www.scouts.org.uk/por/2-key-policies/](http://www.scouts.org.uk/por/2-key-policies/)

# About us in West Leeds Scouts

* West Leeds is located within Central Yorkshire Scout County and is made up of 12 Groups, covering Armley, Pudsey, Bramley, Farsley, Calverley and the surrounding areas. West Leeds Scouts total membership is currently 859, which includes:
* 11 Squirrels (4 – 6-year-olds) within 1 Drey
* 173 Beaver Scouts (6 - 8-year-olds) within 13 Colonies
* 210 Cub Scouts (8 - 10 ½ year olds) within 14 Packs
* 202 Scouts (10 ½ - 14-year-olds) within 12 Troops
* 54 Explorer Scouts (14 – 18-year-olds) within 4 Units
* 209 Adults (18+ year olds)

# The current opportunity

We're looking for someone to lead our adult volunteers and manage Group Lead Volunteers in West Leeds. This role involves providing leadership, motivation, and guidance. The District Lead Volunteer will be supported by their line manager, Carol Milburn, the County Lead Volunteer.

**No Prior Experience Needed**

Don't worry if you've never been involved in Scouting before - we'll train and support you. The key is to be a great leader and people person. Equally if you have ever been involved, you’ll bring your passion for Scouts, but you will still get support in the areas where you need it.

**Management Structure**

As a District Lead Volunteer for West Leeds, you'll ensure support is available at every level, so our volunteers feel valued and motivated. You'll provide direction and help others see the bigger picture.

**What Makes a Successful District Lead Volunteer?**

* Valuing hard work and thanking volunteers regularly
* Ensuring volunteers feel happy and supported
* Providing leadership and direction for the District
* Seeing the bigger Scouting picture

**Leadership Approach**

We encourage our leaders to combine leadership and management skills to make Scouting great for young people and our adult volunteers.  
  
**Where you fit in**

Central Yorkshire County Lead Volunteer  
(Carol Milburn)

West Leeds District Lead Volunteer

District Teams   
(Support, Programme,   
14-24, Volunteer Development etc) &  
14 Group Lead Volunteers

# 

Supports, directs & manages

Supports, directs & manages

# What is it like to be a District Lead Volunteer? We asked Matt Jackson, DLV in Leeds Templars for his opinion….

*As a District Lead Volunteer for the Leeds Templars for the past two years, I can tell you with absolute certainty that it is one of the most rewarding roles you can hold in Scouting. There's nothing quite like seeing the direct impact your Team's Decisions have in your community. Each year, as you see the district grow with more and more young people benefiting from Scouting, you know you’ve played a crucial part in making that happen. Just as rewarding is the immense pride you feel watching the leaders in your district evolve into their roles. You get to support and empower them to take on new challenges, develop their own skills, and become more confident in what they do, which is incredibly fulfilling.*

*The heart of being a District Lead Volunteer, in my eyes, is to provide that unwavering support and to help shape the district’s direction and goals. Your role is to create a clear path forward that everyone can get behind and feel a part of, empowering and enabling our amazing volunteers to deliver the best possible Skills For Life*

*One of the best things about this role is that you are not on your own. You have the opportunity to build an amazing, collaborative team around you. You’ll lead and bring together teams focused on everything from Programme to Volunteering Development and Support, harnessing their skills and watching them thrive. A key tool at your disposal is the ability to delegate responsibilities by issuing accreditations. This is a brilliant part of the role as it allows you to empower other volunteers, giving them specific responsibilities that play to their strengths. This helps share the load and builds a stronger, more resilient district.*

*Ultimately, you are the person who ensures the district not only runs smoothly and safely but also grows and thrives. You’ll be a mentor, a leader, and a key support for every Group Lead Volunteer and every member of your district team. It's a significant role, but the satisfaction you get from seeing your district flourish and positively impact the lives of young people is immeasurable.*

*I wish West Leeds the very best in their search and look forward to welcoming a new District lead to both West Leeds and Central Yorkshire!*

# Core Skill Areas

We’ve identified six core skill areas that make a good Scouting manager and leader:

We’re looking for someone that can grow into the role

Core

Skills

Managing time and personal skills

Providing direction

Working with people

Achieving results

Enabling change

Using resources

We are looking for people with these skills to ensure that Scouting in West Leeds thrives. So, if you have some or all of these skills and the drive and enthusiasm to develop Scouting in West Leeds, you could be who we are looking for.   
  
You can expect to receive support and training as part of your development within this role. You can let us know as part of the application process if you would like to share this role or not.

# How to apply

## A qr code with a black background AI-generated content may be incorrect.Application Process

On the following pages you will find a role description and the person specification.  
You can apply online [here](https://forms.office.com/Pages/DesignPageV2.aspx?lang=en-gb&subpage=design&FormId=-0KGeT3N9EqWt8YapC6clHF8oEk9t-VEhKH9OpGEYilUNjNYN1VDMVVQTDNKNkNUMTZYS1hKSDNMUSQlQCN0PWcu) or by clicking on this QR code.

## Nomination Process

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If you would like to nominate someone else in confidence you can do this using the nomination form   
which can be found [here](https://forms.office.com/e/YNwyAV91rc) or by clicking on this QR code. Please note that nominated people are under no commitment to apply unless they wish to.   
 **Shortlisting**

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

The closing date for applications is **Friday 12th September**

Interviews will be held in **late** **September, at the Central Yorkshire Scouts County Office, LS15 8QR**

## Further information

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

Name: Carol Milburn / Sarah McAtominey

Email: [carol.milburn@cycscouts.org.uk](mailto:carol.milburn@cycscouts.org.uk) / [sarah.mcatominey@cyscouts.org.uk](mailto:sarah.mcatominey@cyscouts.org.uk)

A group of children in the woods

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# The role - District Lead Volunteer

**Role description**

To manage and support West Leeds Scout District to ensure it runs effectively, and that Scouting within the District develops in accordance with 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.

**Responsible to:** County Lead Volunteer

**Responsible for:** Group Lead Volunteers, District Youth Leads, District Leadership Team Members, 14-24 Team Leaders, Programme Team Leaders, Support Team Leaders, Volunteering Development Team Leaders, District Leadership sub-teams,

**Main Contacts:**

* County Lead Volunteer, County Trustee Board, County Team Members
* District Trustee Board Chair, District Trustee Board, District Team Members,
* Group Lead Volunteers,
* Wider community contacts, businesses, other youth organisation leads, etc

**Appointment requirements:**

You must complete the relevant training for the role within the prescribed timescales.   
You must be eligible for charity trustee status (as a member of the District Trustee Board).   
Because this role includes contact with young people you will be required to complete an enhanced DBS and other checks.

## Main Tasks of a District Lead Volunteer

* Make sure the District is a vibrant and supportive place for everyone, with the right setup to help Groups and volunteers deliver great Scouting.
* Support the leaders who report to you, helping them set their goals and catching up with them regularly to see how things are going and how you can help.
* Develop a clear direction for the District and create a simple plan to help us get there together.
* Ensure Scouting in our District is welcoming and exciting for young people and adults from every part of our local community.
* Help to build and support a team of volunteers who work well together to bring the adventure of Scouting to our area.
* Help resolve any problems that come up within the District, ensuring our focus always remains on providing the best experiences for our young people.
* Work closely with the County/Area/Region Lead Volunteer and the other District Leads in our County, sharing ideas and support to help Scouting flourish everywhere.
* Promote a strong culture of safety and safeguarding across the District, making sure everyone knows it's our top priority and dealing with any issues promptly with support from County and HQ.

Note: Role sharing with one or more other volunteers is welcome for this opportunity.

**Person specification – knowledge, skills and personal qualities**We would like to hear from you if you meet all or some of these criteria

* You can provide inspirational leadership for the West Leeds Scout District
* You can provide strategic direction for the District, including increasing the availability of Scouts for   
  young people, ensuring a safe and good quality programme for young people, and an engaging and enjoyable volunteering experience for adults.
* You can build a successful district team who can manage a range of tasks
* You can work as part of a team and promote a team working ethos
* You understand how to motivate, develop, support and manage adult volunteers
* You understand the needs and challenges of the voluntary sector
* You can build, maintain and facilitate effective working relationships with a wide range of people   
  inside and outside of Scouts
* You are able to plan and manage your own tasks and time
* You have good written and oral communication skills, and ability to use technology and basic software
* You are approachable and able to provide advice and guidance effectively to others
* You have a resourceful, flexible, and self-motivated approach
* You are enthusiastic about the opportunity
* You accept the fundamentals of the scout movement

We look forwards to hearing from you about this great opportunity to lead West Leeds Scouts into a fantastic future.