

Role description for an Assistant Explorer Scout Leader



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Role description

Title: Assistant Explorer Scout Leader

Outline: Support the operation of the Section. In particular, assisting to provide and develop quality Explorer Scouting and the planning and delivery of the Balanced Programme, with the help of other Section Leaders, Assistant Section Leaders, Section Assistants, Young Leaders and members of Scout Active Support as appropriate. Some of the tasks for which the Assistant Section Leader is responsible may be delegated to others in the Section, including other Section Leaders, Assistant Section Leaders and Section Assistants.

Responsible to: District Explorer Scout Commissioner.

Main Contacts: Explorer Scouts, parents/carers of Explorer Scouts, District Explorer Scout Commissioner, District Explorer Scout Administrator, Assistant Explorer Scout Leaders, Section Assistants, Assistant County Commissioner (Explorer Scouts), Group Scout Leaders, Scout Leaders, County Scout Network Commissioner, Explorer Scout Leader (Young Leader).

Appointment requirements: Must successfully complete the appointment process (including acceptable personal enquiries and acceptance of The Scout Association's policies). During the five months of Provisional Appointment the relevant *Getting Started* modules must be completed. A Wood Badge must be completed within three years of Full Appointment, and ongoing safeguarding and safety training completed as required.

It is expected that whilst volunteering for this role you will undertake regulated activity.

Main Tasks
Delivery of a Balanced Programme
Support the delivery of a safe, exciting and stimulating Balanced Programme for the Explorer Scout Section taking into account the needs, interests and abilities of the Explorer Scouts.
Support the safe delivery of the programme in accordance with the Policy, Organisation and Rules of The Scout Association.
Support the Explorer Scout Leader in ensuring that every Explorer Scout in the Unit 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 Platinum and Diamond Chief Scout's Awards, the Queen's Scout Award, Explorer Belt and the Duke of Edinburgh's Award Scheme.

Actively co-operate with others at Group, District and County level to promote the Moving On Awards. This includes young people moving from the Scout Section to the Explorer Scout Section; or from the Explorer Scout Section to the Scout Network.

This also includes promoting all options available to people within Scouting when reaching 18. These include Scout Network membership, Scout Active Support membership, and the full variety of adult appointments.

Actively work with other adults in the District, or with Groups, to support and promote District or multi-section activities and events

Support the Explorer Scout Leader to ensure that every member of the Unit has the opportunity to participate in all Explorer Scout activities within the District.

Support the Explorer Scout Leader to ensure that those Explorer Scouts who want the opportunity to participate in the Young Leaders' Scheme can do so.

Support the Explorer Scout Leader to ensure that all Explorer Scouts have input into the programme and the running of the Unit and are able to review it. This may be through the use of a Unit or District Forum, or through other suitable methods.

Operation of the Section

Work with the Explorer Scout Leader, District Explorer Scout Commissioner and others to support recruiting and inducting appropriate Assistant Explorer Scout Leaders and Section Assistants.

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 County Scout Network Administrator when the Explorer Scout reaches the age of 17 or prior to moving to the Scout Network.

Regularly review the operation of the Unit and contribute to the review of the District programme.

Make and maintain good relationships with parents/carers of the Explorer Scouts.

Wider District Tasks

Follow the District's financial procedures which must be in accordance with POR.

Attend and contribute to relevant District and County meetings. These may include meetings of the District and Scout Council, District Explorer Scout Planning Forum and District Explorer Scout Meeting, and other meetings of leaders at District and County level.

If the Explorer Scout Unit has a partnership agreement with a Scout Group, attend and contribute to relevant Group meetings. These may include meetings on the Group (Council(s)).

Other tasks agreed with the Line Manager

Any of the above tasks for which the Assistant Explorer Scout Leader is responsible may be delegated to others in the Section, including other Assistant Leaders and Section Assistants.