



# County Youth Commissioner

Candidate pack – West Yorkshire Scouts

# INTRODUCTION

Thank you for your interest in the role of County Youth Commissioner.

This pack aims to give you more information about the role and an outline of the work that you could be involved with. The role is voluntary but expenses incurred within the role will be reimbursed in accordance with the County's volunteer expense policy.

We are looking for a young person (aged 18-25) who has the passion and drive to help us ensure youth shaped Scouting is embedded into all aspects of our work. Following eleven years of consecutive membership growth across the County we are now implementing our Strategic Plan for 2014-18. This is designed to support the UK Scout Associations Vision 2018.

Having a movement that is shaped by young people in partnership with adults is a key strand of our vision and strategy and we are looking for a young person who can play an important role as we begin a new and exciting chapter in our history and we are looking for someone who has the passion and drive to help us ensure youth shaped scouting is embedded into all aspects of West Yorkshire Scouting.

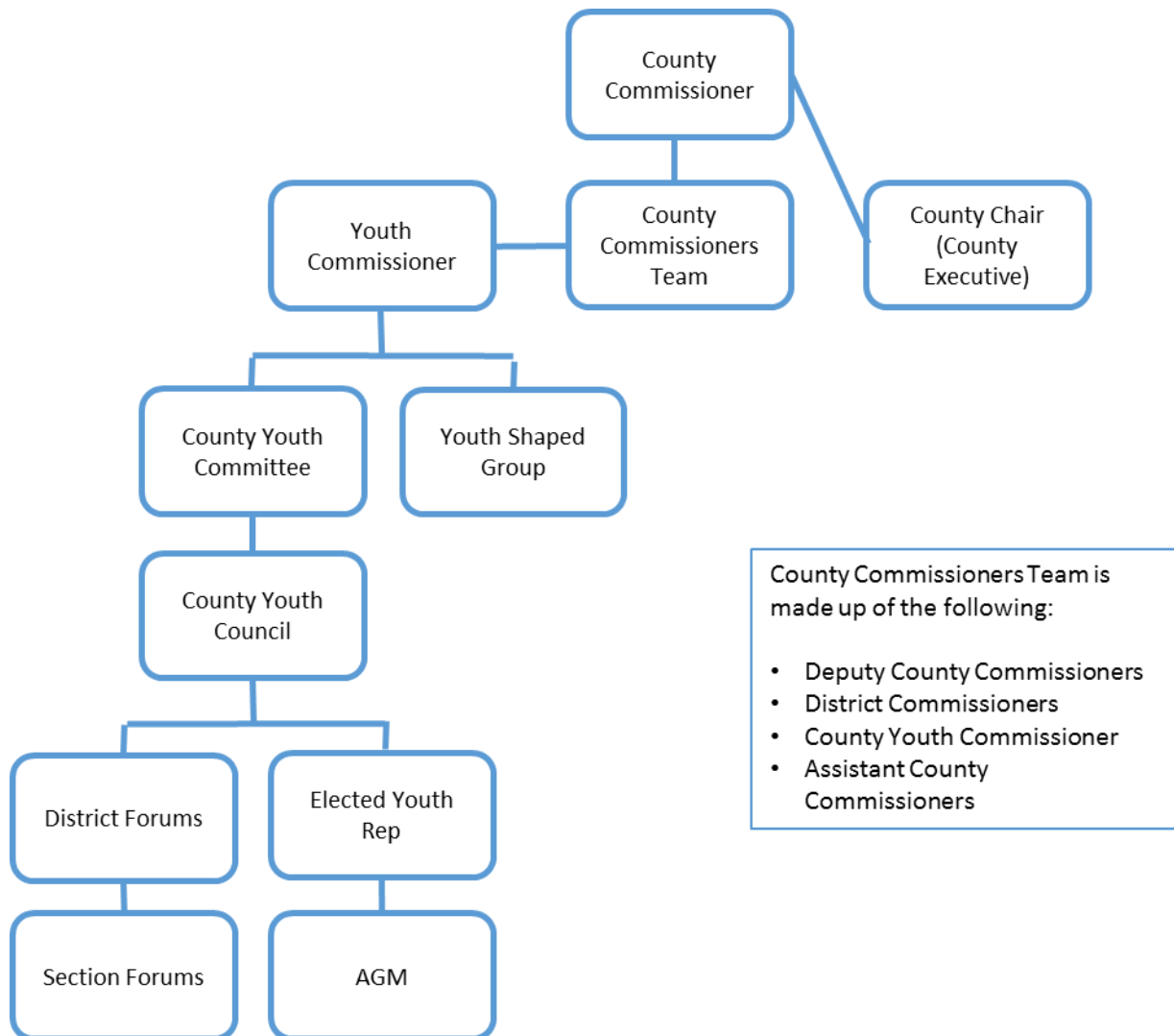
One of our young people has the chance to be the first ever County Youth Commissioner – working in partnership with the County Commissioner and County Chair to lead the movement forward. This is a fantastic chance for a young person to be part of Scouting's future and to develop their personal and voluntary skills.

The County Youth Commissioner will be responsible for helping us implement some ambitious but exciting work including the following:

- County Youth Council – The council will allow young people to have their say about everything relating to their Scouting experience and bring it to the County's attention. We envisage the council being a large event which, we hope, will have at least one representative from each District to ensure local youth forums have the opportunity to feed into the discussions.
- County Youth Committee – The committee will be made up of a number of elected young people from the County Youth Council. This committee will be in place to ensure that the outcomes from the council are impacted on appropriately and the results are communicated back to all levels locally.
- Youth Shaped Scouting Working Group – The group will be responsible for implementing some agreed pieces of work which aim to provide the right support structures at all levels across the County so we are able to achieve our goals by 2018.

This is an excellent opportunity for a young person to gain experience in a senior role within the County.

## Structure:



As a member of the County Team, the County Youth Commissioner will work alongside the County Commissioner and Chairman of the trustees in developing and implementing strategies across all aspects of our work, to ensure we achieve our Vision towards 2018.

The role is voluntary but all expenses will be reimbursed (in accordance with the County's volunteer expenses policy). If you have any questions or queries on any aspect of the appointment process, need additional information or wish to have an informal discussion, please contact, Mark Stageman County Commissioner at [mark.stageman@btinternet.com](mailto:mark.stageman@btinternet.com)

## OUR VISION

Our Vision: Scouting in 2018 will make a positive impact in our communities; prepare young people to be active citizens; embrace and contribute to social change. Scouting in 2018 will be shaped by young people in partnership with adults; enjoyed by young people and more adult volunteers; as diverse as the communities in which we live.

Members of Scouting in 2018 will feel empowered; valued; proud.

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 and cooperation.

Our Strategic Objectives:

Growth – to increase the number of youth members and volunteers.

Inclusivity – to be as diverse as our communities.

Youth shaped – to ensure Scouting is shaped by young people in partnership with adults.

Community impact – to make a positive impact in our communities.

For more information, visit <http://www.scouts2018.org/>

# ROLE PROFILE

Title :	County Youth Commissioner
Responsible to:	County Commissioner
Responsible for:	County Youth Scout Council and County Youth Scout Committee (New structures that are not yet in existence).
Role Outline:	As a member of the County team, the County Youth Commissioner works with the County Commissioner and Chairman of the Trustees to ensure that young people are involved and engaged in every decision that shapes their Scouting experience both countywide and locally.

To empower young people to share their ideas and have a meaningful voice in planning, implementing and reviewing their programme and opportunities.

## Main Contacts

### Internal:

- County Commissioner and County Chair
- Board of trustees
- Young people and adult members of the County
- County Team

## Key Tasks:

- Influence the strategy and operational plan to 2018 on all matters relating to youth shaped Scouting
- Provide direction in areas of youth programme, adult support and training relating to youth involvement
- Provide leadership and coordination of the youth committee and working group
- Ensure the youth council influences decisions of the youth committee
- Provide clear focus to County teams on all matters arising from the youth committee
- Coordinate recommendations from youth committee to the trustees and County team to ensure appropriate implementation and to provide feedback on outcomes to the youth committee
- Support Districts to provide local youth engagement opportunities including forums
- Encourage youth leadership at all levels across the County

## Key meetings per annum:

- Chair 3 Youth Shaped Implementation group meetings
- Attend 3 Youth Scout Committee meetings
- Attend the County Youth Scout Council
- Attend meetings with County Commissioner, Chair of Trustees as required
- Attend 4 P&T meetings (Bradley Wood)
- Attend 4 SMT Meetings (Bradley Wood)
- Attend the Annual General Meeting (Bradley Wood)
- Attend County Executive as and when required
- Attend County events as and when required.
- Attend Regional or National meetings as and when required

You should expect to spend a minimum of 10 weekends a year involved in this role.

## Terms of Appointment:

- The appointment is made by the County Appointments Committee after recommendation by the County Commissioner

- The appointment is for a term of up to 3 years or the role holders 25<sup>th</sup> birthday (which ever is earlier). The role holder must be aged between 18-25 (they must take up the appointment before reaching their 25th birthday).

**Person Specification ( E= Essential, D= Desired, HD= Highly Desired)**

**Skills required:**

- Ability to lead teams E
- Excellent written and communication skills E
- Be computer literate E
- Be a self motivator and be able to motivate others positively E
- Able to work well in meetings with excellent presenting and facilitating skills E
- Ability to work and engage with young people aged 6 – 25 HD
- Ability to speak publicly HD
- Ability to work within predefined limits (for examples timescales and budgets) E
- Ability to accept and positively respond to responsibility E

**Knowledge and experience:**

- An understanding of The Scout Association's Structure and procedures D
- Previous experience of youth involvement/participation D

**Qualities required:**

- Accept the policies and rules of The Scout Association E
- Willingness to become a member, take The Scout Association Promise and wear the Scout Uniform E
- Accept The Scout Association's purpose, method and youth programme E
- Have time available, amongst other commitments to commit to the workload E
- Ability to meet deadlines E
- Be in a position to travel to meetings at County and elsewhere, including spending time away from home, as required E
- A willingness to promote the 2018 vision and strategic direction of the UK Scout Association E

**Benefits to you:**

- Employability skills
- Management experience
- Strategic thinking
- Key volunteer for a national not-for-profit organisation
- Build confidence
- Training available if required
- All travelling and essential costs will be reimbursed by the County in line with the agreed policies.

## Practical Information

The following information is provided to help you understand a little more about the support provided and the process that will be followed.

### Expenses

Expenses incurred whilst undertaking the role are reimbursed in line with the County Expenses policy. This is designed to ensure you are not out of pocket and that a person's financial situation is not a barrier to being appointed.

### Induction

A induction is provided on commencement of the role and it is a condition of appointment that you participate in this process. This will involve an introduction to the County and attendance of relevant meetings or events.

### Training

As with all appointments in Scouting you will be required to undertake the relevant training for this role and complete a Wood badge. You will have a Training Adviser appointed who will help you develop and undertake a relevant training plan.

### Term of appointment

The person will be appointed for a maximum of three years, but the initial appointment may be shorter by mutual agreement.

## COMPLETING THE FORM

Please provide as much relevant information as possible on the online form provided. This will help the Search Group consider who may be best suited for the role. Please refer to the role description and person specification above and help us understand how you (or the person you are nominating) meet the requirements. It may be helpful to include experiences outside of Scouting that are relevant to the role such as in professional or other volunteer capacities.

Please do not hesitate to nominate people for the Search Group to consider. We would welcome as many suggestions as possible and we will approach people sensitively even if they are not aware that they have been nominated.

If you suggest someone else for the role you will not hear whether that person has been shortlisted or not, in order to maintain the confidentiality of the process.

**Applications should be sent via the online form on the County website**, alternatively if you do not have access to the website they can be sent via email to: [vacancies@wyscouts.org.uk](mailto:vacancies@wyscouts.org.uk) or posted **marked confidential** to: FAO Mark Stageman, Bradley Wood Campsite, Shepherds Thorn Lane, Brighouse, HD6 3TU

### Recruitment Process

Should you decide to make an application, we will contact you after the closing Date. Interviews will take place in the New Year. Please indicate in your application whether you would be unavailable at any weekend during February.

**Deadline for applications: 29<sup>th</sup> January 2016**

### Queries

If you have any questions or queries on any aspect of the appointment process, need additional information or wish to have an informal discussion, please contact:  
Mark Stageman, County Commissioner at [mark.stageman@btinternet.com](mailto:mark.stageman@btinternet.com)