

# County Programme External Representation Team Lead

## Overview

We are looking for a volunteer with a passion to connect and build relations with external organisations with the aim of supporting young people aged 4- 24 develop skills for life.

This vital team member will work across the county, building positive relations with key personnel from external organisations, to establish how the respective organisations can work together for mutual gain. This will involve showcasing what Gloucestershire Scouts can offer, alongside what the organisation can offer Gloucestershire Scouts in return

**Purpose:** The Programme external representation team lead will aim to build good relationships with key personnel outside of Scouts. Communicating relevant information and programme opportunities to members of the County Team and Gloucestershire Scouts through appropriate methods and channels

**Appointed By:** County Programme Team Lead

**Responsible to:** County Programme Team Lead

**Main Contacts:** County Team Lead for Programme, County Team Leaders within the programme team, members of Gloucestershire Scouts that have links to interested external organisations and key individuals from external organisations.

**Time Commitment:** Very flexible, typically 2-3 hours a week

**Terms of Appointment:** Role requires a Disclosure check to be completed, and mandatory online training needs to be completed as part of this role within the first few months, which will help you understand your role and the aims of The Scouts.

**Expenses:** All out of pocket expenses will be reimbursed.

## Person Specification

### Key Tasks:

- Work with members of the county programme team to create and share a list of opportunities being developed with external organisations that might have something to offer Gloucestershire Scouts.
- Build positive relationships with relevant external organisation to with the aim of providing beneficial scouting programme support.
- Agree with relevant members of Gloucestershire Scouts who will be the main contact and agree on what actions should be implemented with the respective organisation.

- Regularly communicate with Gloucestershire Scouts about new links with external organisations so that local Scouts know about new opportunities becoming available.
- Be a role model for all members of Gloucestershire Scouts

**Personal Qualities:**

Knowledge and experience:	
Effective use of communication skills using all methods (phone, online, letter)	Essential
Basic IT skills, especially effective use of email and O365 suite	Essential
Knowledge of the 4-24 Programme	Desirable
Be aware of the National and County Strategic Plans (Visions)	Desirable
Ability to travel across Gloucestershire as needed	Essential
Skills and abilities:	
Can build, maintain and facilitate effective working relationships with a wide range of people	Essential
Excellent ability to communicate effectively, in writing and face to face, in a clear, articulate and motivating way	Essential
Plans, manages and monitors own tasks and time	Essential
Personal qualities:	
Flexible approach	Essential
Self-motivated	Essential
Able to work as part of a team and promote good teamwork	Essential
Resourceful, energetic and enthusiastic about the role	Essential
Understand the importance of diversity and inclusion when meeting the aims of the Scout Association.	Essential
Acceptance of:	
<ul style="list-style-type: none"> <li>• The fundamentals of Scouting</li> <li>• Policies and rules of The Scouts</li> </ul>	Essential