

Team Lead for Governance

Volunteer Vacancy Pack



Scouts
NI



Welcome

Hello, and thank you for considering this important role.

This is an exciting time for Scouts NI, particularly as we launch the new UK Strategy, **Place to belong**, which will see us through to 2035.

Scouting has an incredible story to tell. From the age of four and up, we provide quality skills for life through our delivery, and most of all by giving people a sense of belonging on a weekly, monthly, quarterly or ad hoc basis.

Over the last number of months, we have taken time to ensure that Scouts NI has the right structure moving forwards, allowing us to support all our volunteers across Northern Ireland.

For us, this is a new role within our Scouts NI structure, sitting within our Volunteer Leadership Team, and playing a vital role in our national decision-making as we look ahead to supporting all our volunteers.

You'll work closely with our Lead Volunteer for Volunteering, senior leaders and with volunteers across Northern Ireland to bring insight, challenge and creativity into important conversations, particularly around governance-related matters.

If you're passionate about making a difference to the volunteer experience at a National level, and you bring energy and a willingness, then I'd strongly encourage you to apply. **Good luck, and thank you for stepping forward.**



Stephen Bell
Chief Volunteer of Scouts NI



Purpose of the Governance Team

The NI Governance Team is a brand new team for us at Scouts NI, aimed at working with all Trustee Boards across Northern Ireland. This team will work in partnership with Chairs of all relevant Trustee Boards, ensuring good practice is adhered to.

We appreciate that things change and so, this team's aim is make making governance easy to understand and relevant to all levels of Scouting in Northern Ireland. To ensure that we can do this, the team will provide advice and guidance, primarily to Groups and Districts, while also creating resources and providing workshops where applicable.

This sub-team will work very closely with the Volunteering Leadership Team and the UK Local Governance Support Team.

Our Volunteering Team structure

You'll work with people across every level of Scouts - from the our NI Chief Volunteer, NI Youth Lead, NI Leadership Team, Local Trustee Boards and many more.



The role of the Team Leader

The Team Lead for Governance plays a key role in shaping, developing and promoting the role of the Governance Team within the wider Volunteering remit at Scouts NI.

We are committed to building a team of advisors who are passionate about helping local NI Trustee Boards. As Team Lead, you will take a leading role in shaping and supporting queries coming into our NI Office, particularly around Trustee Boards, AGMs, CCNI compliance, risk management and the remits of trusteeship.

Additionally, you will play a key role in the Volunteering Leadership Team, led by the Lead Volunteer for Volunteering. This team shapes the direction of the volunteer experience and support provided by Scouts NI to the Regions, Districts and Groups.



The Volunteering Team

I am delighted to introduce a role specifically designed to support our Volunteers, focusing on Governance. This comes at a time when things are really exciting for Scouts NI, particularly as we create this brand-new remit of Volunteering – aimed at supporting our volunteers in partnership with our Strategy, Place to belong.

I really believe this is an incredible opportunity for someone who is passionate about connecting, engaging and growing with Trustees and Lead Volunteers at NI level, District and Group levels.

Following recent feedback, this role and the associated team(s) have come as a direct result. Across our Volunteering Leadership Team at NI level, we want to have a front-facing role, which is seen as approachable, knowledgeable and supportive.

If you enjoy leading, advocating and problem-solving and are also passionate about partnering with volunteers to maximise the governance side of Scouting, then this is the role for you! We look forward to hearing from you!

Scott Robinson
Lead Volunteer for Volunteering



Main contacts

Chief Volunteer, NI Lead Volunteer for Volunteering, NI Chair, District and Group Chairs and Trustee Boards, and Staff at Scouts NI.

Main tasks (include but not limited to)

As the NI Team Lead for Governance, you will:

- **Play an active role in the NI Volunteering Leadership Team, which will involve:**
 - Playing an active leadership role in leading the NI Governance Team.
 - Working proactively and collaboratively with the Lead Volunteer for Volunteering and Team Leads during team meetings or on side projects as necessary.
- **Help Trustee Boards to apply governance best practice, which will involve:**
 - Sharing experience of local governance.
 - Delivering workshops and inductions for volunteers.
 - Promoting opportunities for volunteers to get involved with Scouts NI or other related volunteer projects.
 - Building a diverse network of volunteers who can take part in projects.
- **Keep up to date with the latest CCNI best practice guidance:**
 - Make sure NI resources are updated.
 - Make sure any changes are communicated to Chairs and Trustees in a simple and easy-to-understand way.
 - Liaising with the Lead Volunteer for Volunteering and the UK Team to ensure our Scout policies are up to date and easy to understand.
- **Provide expert guidance and support to local Scout Districts and Groups:**
 - Answering queries as and when they arise.
 - Make sure any changes are communicated to Chairs and Trustees in a simple and easy-to-understand way.

The NI Team Lead role for Governance is right for you if...

- **You have knowledge and experience of:**
 - Knowledge of Scouting, with a particular focus on our federated structure.
 - Experience in applying governance good practice.
 - Understanding of governance-related topics of effective Trustee Boards, running AGMs, risk management, conflicts of interest and most importantly implementing best practices.
- **You have key skills in:**
 - Strong leadership skills, coupled with strong organisation and time management skills to coordinate multiple tasks effectively.
 - Strong communication skills (written and verbal), with the ability to engage.
 - Effective problem-solving and decision-making skills.



Time commitment

We want to be open and honest from the start, so here is a realistic picture:

- Around one weekend a year for the Team NI weekend!
- Volunteering Leadership Team will meet quarterly.
- Governance Team meetings will be up to you, as this is a new team – monthly / quarterly. It may also depend on areas of work and deliverables.
- Advice and support might be 1-2hrs per week although flexible.
- Wider engagement may be required, potentially 3-4 days per year. Optional events and opportunities are available but are not expected.

Term of appointment

- Three-year initial term.
- Annual reviews and regular check ins.



Sound good?

Before making an application, please ensure that you've read carefully read our vacancy information.

If you'd like to discuss this role in more detail, please get in touch with:

Scott Robinson, Lead Volunteer for Volunteering, at scottrobinson@scoutsni.org.

Next steps

Thank you so much for your interest in volunteering with our team. You can apply for the role yourself by completing the application form by [clicking here](#).

Applications will close at 12pm on **Monday 8 June**.

A Search Group has been set up to guide the selection process. They will carefully review all applications and nominations and then invite selected applicants to the next stage, once internal checks are complete.

Know someone who might be a perfect fit?

Use the application form and select '**I am nominating someone else**' if you know someone who has the skills and experience we're looking for. We'll then get in touch with them to invite them to apply for the role.