



# District Commissioner

**Information for anyone considering  
the role of District Commissioner for  
Fareham West District**

# About us

## Overview of Scouting

We are the UK's biggest mixed youth organisation. We change lives by offering 6 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 over 620,000 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

A new strategic plan for Scouting across the UK is currently nearing completion to secure a strategic direction through to 2023 and to grow on the success of the current plan. Team UK (the team of commissioners that leads Scouting across the UK) will play a key part in leading the delivery of this strategy. More details on the work towards our new plan are available [online](#).



By 2023 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

## 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, including details of our values, are provided on our website.](#)



# Scouting's key policies

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

**Development Policy**

**Equal Opportunities**

**Privacy and Data Protection**

**Religion**

**Safety**

**Safeguarding**

**Vetting**

**Youth Member Anti-Bullying Policy**

[These policies are fully explained on our website](#)

## Fareham West District Scouts

Fareham West District covers the area in the Western Wards of Fareham Borough. We have Scout Groups in Titchfield, Stubbington, Locks Heath, Warsash, Park Gate, Sarisbury and Whiteley.

We neighbour on to Winchester in the North, Denewulf in the East, Gosport in the South, and Itchen North in the West.

Fareham West consists of nine groups and has active Explorer Units, a DofE programme, a Scout Network and Scout Active Support Units. Each Scout Group has a Group Scout Leader or Acting Group Scout Leader in place, who is providing support and direction to the leaders within the Group. Each Group has its own Executive Committee. Five of the groups own their own headquarters. All groups have fully active sections, and three groups seized the opportunity to open Squirrel Dreys in September 2021 – and other groups have plans to open dreys in the future.

We are an area with significant housebuilding and population growth and have been working with the County Development Team to open a new Scout Group in Whiteley – we have such interest from young people and adult volunteers that we will start a Squirrel Drey, Beaver Colony, and Cub Pack in the summer of 2022. We are also seeking other meeting venues where we can start more groups as there are areas of the District that do not have a Scouting provision within walking distance.

The Explorer Units are currently operating as one District-wide Unit, as we lost a significant number of members through the pandemic. In addition, our leadership team encountered challenges in their personal and professional lives as they negotiated the pandemic. Following a period of consolidation and adjustment, we hope to revert to three Explorer Units located at key points across the District. The Explorer section has its own District Explorer Scout Commissioner and District Explorer Scout Administrator. In addition, the section runs a successful and enthusiastic Young Leader training programme and Unit supporting and providing young leaders to most sections across the District. We are working on ways of encouraging the conversion of Young Leaders to adult leaders on their 18<sup>th</sup> birthday.

We have a Network Section that thrived during lockdown when it met on Zoom and was able to actively stay in touch with members who do not reside in the District, as well as linking up with Units in far-flung corners such as Scotland. This Section may experience challenges in returning to traditional 3D meetings.

We have a District-level DofE Team who provide support to undertake the DofE programme to all young people aged 14-25, be they Explorers, Network members or young adult leaders. We work closely with other districts in Hampshire to offer a full range of expeditions and DofE programme to our young people.

There are two Deputy District Commissioners who are responsible for the programme split Squirrels and Beavers, and Cubs and Scouts. These are relatively new roles and each DDC is building a team to assist in the support of the programme across the District.

We work with Denewulf District to operate Fareham Scout Band – a marching band who make appearances in both Scouting and non-Scouting locations. The Band is open to new members from within Scouting. It provides young people and volunteers with the opportunity to learn how to play an instrument and progress through this fun activity.

We share Fareham Scout Active Support Unit with Denewulf to provide support for Scouting activities to our sections. We also operate Old Scout Bushcraft Scout Active Support Unit to provide more traditional bushcraft activities such as tomahawk throwing, pistol shooting and fire lighting. We have a District Shooting Team which provides rifle shooting and nerf guns for our younger members. We are looking to re-establish our Climbing Team to provide walls and towers instructors and opportunities to our young people. We are considering making these activity teams into a Scout Active Support Unit.

We have a fully functioning District Executive Committee who help run the finances and governance of our District. We have sub-committees for appointments and advising on awards. However, many members are reaching a life stage where they are seeking new challenges, so this will be a key area needing some recruitment. We have a strong team of Training Advisers who link closely with the Appointments Committee through the Local Training Manager.

Fareham West owns a small greenfield campsite based in Burridge which is available for camping and evening activities, we also co-own a woodland campsite (Everetts Coppice) with Denewulf District and are a partner owner of Lyons Copse campsite.

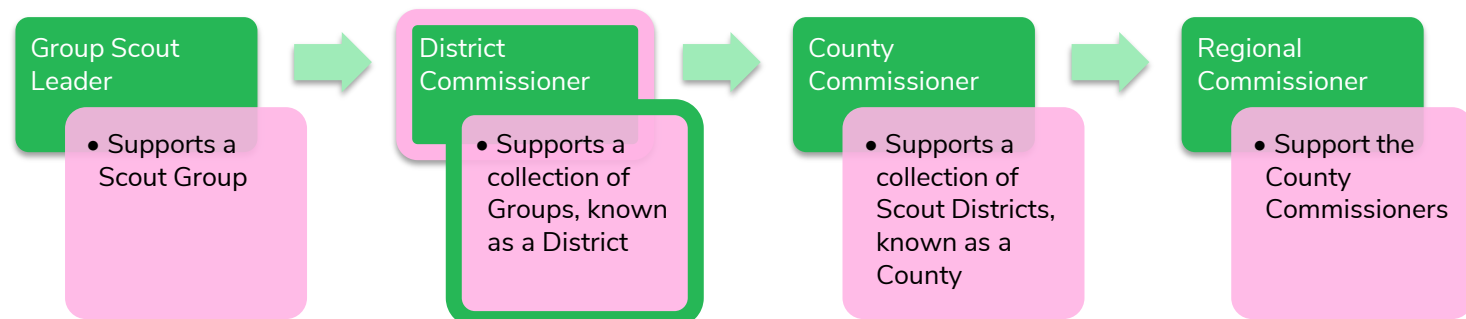
Our 2022 District Camp in May is centred on a theme of 'To the Moon and Beyond'. We believe that we are one of the first Scout Districts to receive support from the UK Science Association and have moon rocks and other rock samples available for the young people to see as well as 40 bases centred around the theme and traditional and fun activities. We are probably the first District to need to appoint a Moon Rock Security Manager! The whole event has been very capably organised by our District Youth Commissioner and a small team. It will involve over 500 young people and be a celebration of a return to camping following the pandemic. It is a fantastic demonstration of what young people and youth-led Scouting can achieve with the right mentoring and support.

## The current vacancy

### The role

The role of a District Commissioner is very rewarding and is an opportunity to develop yourself and others. The District Commissioner, or District Commissioner Team, will have the opportunity to meet young people and adults, whose lives have been changed as Scouts, and to inspire and help Scouts Groups grow and deliver even more exciting and adventurous activities to even more young people. This is a flexible role, and this role is open to role share within a small team. The format of the team can be decided between its members with some guidance from Headquarters. These roles do not necessarily need to be filled by current adult volunteers.

The management structure of Scouting is as follows:



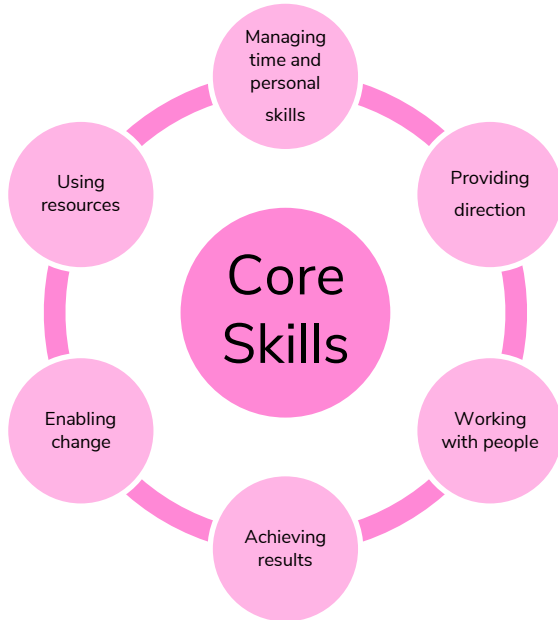
District Commissioners support other managers, known as Group Scout Leaders, and other volunteers. Adults at every level need support to ensure that they are motivated, inspired and focused on providing first-class Scouting. A good manager thanks other volunteers for their hard work and helps to make sure that they feel happy and supported, week after week.

The District Commissioner will also provide direction for the District and will help others see the bigger Scouting picture through solid leadership.

We believe that everyone in management roles within Scouting should adopt an approach that combines the skills of both leadership and management.

# Core Skill Areas

We've identified six core skill areas that make a good Scouting manager:



## 1. Providing direction

A good District Commissioner will create a vision for Scouting in their District and provide clear leadership to implement that vision.

## 2. Working with people

It is vital that a District Commissioner can create team spirit amongst the other volunteers they work with, and can form effective working relationships based on trust and the fundamental principles of Scouting:

- integrity
- respect
- care
- belief
- cooperation

## 3. Achieving results

Good District Commissioners ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained within and between Scout Groups. Forging links within the local community is also an important aspect of development.

## 4. Enabling change

It is important for District Commissioners to encourage volunteers to think of creative ways to improve Scouting across the District. They should then provide the support to implement appropriate changes.

## 5. Using resources

A good District Commissioner will ensure that information and resources are available, helping volunteers across the District to continue to provide excellent Scouting opportunities to young people.

## 6. Managing time and personal skills

A good District Commissioner should use their time effectively and be willing to continue to learn and improve their skills.

# How to apply

## Process

Thank you for your interest in volunteering.

You can apply for the role yourself using the application form or nominate someone else using the nomination form. Nominated people are under no commitment to apply unless they wish to.

### Do you know someone who;

- can inspire and enthuse
- can work as a team
- applies strategic thinking to a challenge
- could build and lead a team of key volunteers
- is resourceful and energetic
- believes in developing young people and volunteers in your area?

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 and nominations is **Friday 29<sup>th</sup> July 2022**.

## Further information

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

Hampshire Scouts County Office

Phone 02380847847

Email: [county.office@hampshirescouts.org.uk](mailto:county.office@hampshirescouts.org.uk)





# The role - District Commissioner

## Role description

### Outline:

To manage and support the 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/Area/Regional Commissioner(s) (or deputies, if appropriate).

### Responsible for:

Deputy District Commissioners, Assistant District Commissioners, Group Scout Leaders, District Explorer Scout Commissioner, District Scout Network Leaders, District Scout Active Support Managers, District Scouters, District Advisers, Nights Away Advisers, District Media Development Manager.

### Main Contacts:

County Commissioner/Area Commissioner/Region Commissioner (Scotland), Deputy District Commissioners, Group Scout Leaders, District Explorer Scout Commissioner, District Scout Active Support Managers, District Scout Network Leaders, Assistant District Commissioners, members of the District Executive Committee and its sub-committees, County/Area/Regional(Scotland) Scout Network Commissioner, , County/Area/Regional(Scotland) Training Manager, Local Training Manager, members of the Regional Development Service, Local Development Officers or Field Commissioner (as appropriate), other District Commissioners, members of the local community, schools and other youth organisations.

### Appointment requirements:

Must complete the relevant training (a wood badge) within three years of taking up the role. Must be eligible for charity trustee status (as a member of the District Executive Committee). It is expected that whilst volunteering for this role you will undertake regulated activity.

### Main Tasks

- Ensure that the District thrives and has the best systems in place to support the Groups, to support all adult volunteers in the District and to develop Scouting in the District
- Provide line management and support to the adults in the District that directly report to you including setting objectives for their work and holding regular reviews and one-to-one meetings.
- Produce a vision for the District and implement a development plan to meet that vision.
- Ensure that Scouting in the District is attractive to young people and adults from all backgrounds in the District.
- Ensure that the District has an adequate team of supported and appropriate adults working effectively together and with others to meet the Scouting needs of the area.
- Ensure that problems within the District are resolved so that excellent Scouting is provided to young people in the District.
- Work with the County/Area/Regional(Scotland) Commissioner and other District Commissioners in the County / Area / Region(Scotland) to ensure that the Scouting in the County / Area / Region(Scotland) thrives.

**Note:** Some of the tasks for which the County Commissioner is responsible may be delegated to others in the County, including a Deputy County Commissioner, if appointed.

## Person specification

| Knowledge and experience:  |           |
|--|-----------|
| Ability to manage adults effectively   | Essential |
| Understanding of the challenges of working in the voluntary sector   | Desirable |
| Experience of working with young people and/or community work with adult groups  | Desirable |
| Experience of working in the Scout or Guide Movements as an adult  | Desirable |
| Skills and abilities:  |           |
| Excellent written and oral communication skills  | Essential |
| Provides advice and guidance effectively to others   | Essential |
| Provides inspirational leadership for the District   | Essential |
| Provides strategic direction for the District  | Essential |
| Motivates adults volunteering in the District  | Essential |
| Can build, maintain and facilitate effective working relationships with a wide range of people   | Essential |
| Enables others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team                                 | Essential |
| Ability to negotiate compromises   | Essential |
| Plans, manages and monitors own tasks and time   | Essential |
| Can construct and implement long-term plans that improve and expand the Scouting offered to young people, and identify any training, resources and other needs required to undertake this work | Essential |
| Can use basic computer software  | Essential |
| Personal qualities:  |           |
| An understanding of the needs of adult volunteers  | Essential |
| 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 job  | Essential |
| Acceptance of the fundamentals of the Scout Movement   | Essential |

# Nomination Form

If you think you know the right person for the Fareham West District Commissioner role, please complete the nomination form below. Nominating an individual does not commit them to applying, but, if they choose to, they will be required to complete a more thorough application form.

The personal data collected in this form is required for the administration of the applications. The data will be kept securely and processed in accordance with our Data Protection and Privacy Policy.

## Nominee's details

|  |  |
|--|--|
| Name   |  |
| Telephone number   |  |
| Email address  |  |
| Please outline why you felt motivated to nominate this person for the role of District Commissioner: |  |
|  |  |

## Your details

|                  |  |
|------------------|--|
| Nominated by     |  |
| Telephone number |  |
| Email address    |  |

|  |                                      |
|--|--------------------------------------|
| Please return this form to:                    | county.office@hampshirescouts.org.uk |
| The closing date for receiving nominations is: | Friday 29 <sup>th</sup> July 2022    |

# Application Form

If you are interested in applying for the Fareham West District Commissioner role, please complete the application form below.

|  |                                      |
|--|--------------------------------------|
| Name   |                                      |
| Telephone number   |                                      |
| Email address  |                                      |
| Please outline why you want to apply for the role of District Commissioner:  |                                      |
|  |                                      |
| Please briefly explain why you would be suitable for this role, including professional and voluntary experience, within or outside Scouting (refer to role description): |                                      |
|  |                                      |
| Please describe the skills you would bring to this role (refer to person specification):   |                                      |
|  |                                      |
| Please return this form to:  | county.office@hampshirescouts.org.uk |
| The closing date for receiving applications is:  | Friday 29 <sup>th</sup> July 2022    |