

 **Scout Group**

**Role description for Assistant Cub Scout Leader**

**Name:**

**Outline:** The Assistant Cub Scout Leader (ACSL) supports the Cub Scout Leader, along with the Pack leadership team, in the delivery of the Balanced Programme. Some of the tasks of the ACSL may be delegated to others in the leadership team.

**Responsible to:** Group Scout Leader.

**Main Contacts:** Cub Scouts, parents/carers, Cub Scout Leaders, other volunteers in the Cub Pack, volunteers in the Beaver Colony and Scout Troop, Group Scout Leader, Young Leaders.

**Appointment requirements:** To successfully complete the appointment process (including acceptable DBS disclosure and acceptance of The Scout Association's policies).

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| Complete *Getting Started* training requirements within 5 months of appointment. Complete Wood Badge training within three years of appointment as well as ongoing safeguarding and safety training.

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| **Main tasks**  |
| **Support the Pack leadership team in Delivery of a Balanced Programme by:*** Taking an active part in planning meetings to assist in planning programmes and activities.
* Ensuring the programme is exciting and stimulating taking into account the needs, interests and abilities of the Cub Scouts.
* Ensuring the programme is delivered safely in accordance with Scout Association rules.
* Ensuring every Cub Scout has the opportunity to attend at least one Nights Away experience each year.
* Promoting the achievement of awards, particularly The Chief Scout’s Silver Award.
* Working with other adults in the Group to support and promote joint activities with the Beaver Colony and Scout Troop.
* Ensuring there are regular opportunities for the Cub Scouts to express their views and provide input to the Pack programme (e.g. Pack Forums).
* Promoting successful transfer of Beavers to the Cub Pack and Cubs to the Scout Troop by means of the Moving On Award.
* Helping to maintain good behaviour within the Pack.
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| **Support the Operation of The Cub Pack, with the Pack Leadership Team by:*** Working with the Group Scout Leader and Executive Committee to promote recruitment and induction of new volunteers in appropriate roles for the Pack.
* Ensuring accurate records are kept of the Cub Scouts and their progress, and that these are passed to the Scout Troop when the Cubs complete Moving On. (In accordance with GDPR regulations).
* Reviewing the operation of the Pack regularly.
* Making good relationships with parents / carers and promote their involvement in helping the Pack, e.g parents rotas and help at camps and other Nights Away activities.

**Wider responsibilities within the Scout Group:*** Follow the Group’s financial procedures, which must be in accordance with Scout Association rules
* Attend and contribute to relevant Group and District meetings.
* Promote Scouting and The Scout Group to the wider community.
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| **Other tasks which may be agreed with the Cub Scout Leader** |
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| Signed and dated (Volunteer)Signed and dated (GSL) |