

 **Scout Group**

**Role description for Assistant Scout Leader**

**Name:**

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

**Responsible to:** Group Scout Leader.

**Main Contacts:** Scouts, parents/carers, Scout Leaders, other volunteers in the Scout Troop, volunteers in the Beaver Colony and Cub Pack, 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 Troop 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 Scouts.
* Ensuring the programme is delivered safely in accordance with Scout Association rules.
* Ensuring every Scout has the opportunity to attend at least one Nights Away experience each year.
* Promoting the achievement of awards, particularly The Chief Scout’s Gold Award.
* Working with other adults in the Group to support and promote joint activities with the Beaver Colony and Cub Pack.
* Ensuring there are regular opportunities for the Scouts to express their views and provide input to the Troop programme (e.g. Troop Forums).
* Promoting successful transfer of Cubs to the Scout Troop and Scouts to the local Explorer Scout Unit by means of the Moving On Award.
* Helping to maintain good behaviour within the Troop.
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| **Support the Operation of The Scout Troop, with the Troop 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 troop.
* Ensuring accurate records are kept of the Scouts and their progress, and that these are passed to the local Explorer Unit when the Scouts complete Moving On. (In accordance with GDPR regulations).
* Reviewing the operation of the Troop regularly.
* Making good relationships with parents / carers and promote their involvement in helping the Troop, 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 Scout Leader** |
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| Signed and dated (Volunteer)Signed and dated (GSL) |