



# Helping volunteers shine, so young people can soar.

## District Volunteering Development Team Leader

**District Leadership Team - Volunteer Vacancy**



**Bradford North Scouts – District Volunteering Development Team Leader**

Version: 1 | Issued: August 2025

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# About Us

## Introduction

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It is an exciting time to be involved in Scouting at Bradford North, as we look to expand and re-structure our District Team in line with Scouting's 'Transforming the Volunteer Experience' project.

We're aiming to create the best possible team to lead Scouts in Bradford North, working alongside our District Lead Volunteer. We're looking for enthusiastic and talented individuals who can support, train, and develop volunteers in the District so they can deliver exceptional experiences for every young person who wants to join us.

**We're currently looking for a volunteer District Volunteering Development Team Leader to work with us at Bradford North Scouts.**

As District Volunteering Development Team Leader, you'll take the lead in creating and shaping the [Volunteering Development Team](#). You'll be working closely with others in the [District Leadership Team](#) to lead and inspire volunteers in the District.

This is a senior leadership role within Bradford North Scouts (equivalent to a formerly named role – Deputy District Commissioner) and comes with significant responsibilities. You'll be empowered to make key decisions about the structure of your Team and the tasks it is assigned.

This role offers a unique opportunity to make a real impact on the lives of the young people and adult volunteers in our District through building, nurturing and leading the Volunteering Development Team to deliver a shared vision – providing the opportunity to be at the very forefront of leading Scouting in Bradford North.

## About Scouts

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We're Scouts and everyone's welcome here. All genders, races and backgrounds. Every week we give almost half a million people aged 6-25 the skills they need for school, college, university, the job interview, the important speech, the tricky challenge and the big dreams: the skills they need for life.

At a time when communities are becoming more divided, we bring people together. When many young people are struggling to find purpose and belonging, Scouts helps them develop skills, confidence and a sense of hope. We inspire positive futures and help young people find their place in the world by developing the character, employability and practical skills they need to succeed.

## With You Every Step of the Way

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As Volunteering Development Team Leader, you'll be supported by the District Lead Volunteer, who will collaborate with you to set goals, overcome challenges, and reflect on your progress. You'll also be a key part of the District Leadership Team, helping to shape the future of Scouting in Bradford North.

Volunteering in Scouts is all about people - and one of the best parts of this role is the team you will be working with. You will join an enthusiastic group of volunteers who are committed to making a difference for volunteers and young people across our District.

You will have the opportunity to lead, inspire, and support others, while building friendships and helping deliver volunteer experiences that give people the support, they need for life.

You will also have access to support from the County Volunteering Development Team Leader and other Districts across [West Yorkshire](#).

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**‘Scouts made me a do-er and a give it a go-er. Made me question and listen and have a wide-open mind. Scouts made me take a deep breath and speak up. Made me think on my feet, made me see the big picture, made me ignore the butterflies and go for it. Scouts made me get back up and try again. Made me think about what’s next, and plan for it. Made me jump in, get muddy, give back and get set.’**

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## **Could This Be Your Next Adventure?**

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**This role might be perfect for you if you:**

- Enjoy mentoring, supporting, and developing fellow volunteers.
- Want to make it easy for people to join Scouts and feel welcomed from day one.
- Can spot opportunities to improve training, recognition, and volunteer support.
- Love celebrating the contributions volunteers make to Scouting.
- Have a knack for planning induction sessions, training events, or volunteer thank-you activities.

**And if you’re someone who’s confident with:**

- Creating and delivering volunteer recruitment and retention plans.
- Helping volunteers access and complete essential learning.
- Developing a culture of appreciation and recognition for every volunteer.

## **Commitment**

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We know Scouts often say “just an hour a week” – and for many roles, that’s absolutely true. But this one’s a little different.

As a Volunteering Development Team Leader, you’ll be stepping into a key leadership role within the District. It’s a bigger commitment - not just in time, but in responsibility. Some weeks will be busier than others, especially around large recruitment drives, learning events, or award nominations. But you won’t be doing it alone. You’ll be part of a supportive team, with guidance from the District Lead Volunteer, access to resources from Scouts UK and West Yorkshire Scouts.

This is a chance to shape the volunteer experience in Bradford North. You’ll grow your own leadership skills, support others to thrive, and help make a real difference in the lives of volunteers and young people.

## **Everyone’s welcome, always**

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Everyone’s welcome. Whether you’ve been in Scouts for years or are brand new, we’ll support you every step of the way with training, guidance, and a fantastic team around you.

We’re committed to equity, diversity and inclusion. We especially welcome interest from people who are currently underrepresented in our leadership roles - including young adults (18–25), women, people from Black, Asian and minority ethnic backgrounds, and those with lived experience of supporting less affluent communities.

# The Leadership Team

## Purpose

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The District Leadership Team leads and inspires volunteers to give young people great experiences and skills for life. They make sure their District teams are organised, have enough volunteers, and can deliver a great programme.

## Who's in the team

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- District Lead Volunteers
- District Youth Leads
- District Leadership Team Members

**Other volunteers are automatically members of this team because of their roles in Scouts:**

- Lead Volunteers of each Scout Group
- 14–24 Team Leaders
- Programme Team Leaders
  - Support Team Leaders
- Volunteering Development Team Leaders
- Team Leaders of any District Leadership Team [sub-teams](#). For example, Inclusion Team.

## Tasks for the whole team

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Make sure teams across the District:

- Work well on their own (and together).
- Support young people and volunteers to feel welcome and included, and [make changes](#) (when necessary) so the environment and activities are [accessible](#) for everyone.
- Are [inclusive](#) and reflect the demographics of their local area.
- Have the resources, skills, and enthusiasm to deliver the Scouts strategy.

**Make sure:**

- Volunteers in the District's teams fulfil their safety and safeguarding responsibilities, including keeping up to date with changes and learning.
  - Any helpers are briefed on the practical aspects of [safety and safeguarding](#). This includes giving them a copy of the [Yellow Card](#), confirming they've read and understood it. Check they know who to speak to if they have any concerns.
- Volunteers are aware of [Our Volunteering Culture](#), reflect on it, commit to it, and apply it in their teams.

## Allocated tasks

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- Help with recruitment to make sure there are always Chairs, Team Leaders and Group Lead Volunteers in the District.
- Support the District [Youth Lead](#) to work with teams across the District and its Groups so they can be shaped by young people.

## Other responsibilities

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### Make sure:

- [Safety incidents are reported](#).
- [Safeguarding incidents are reported](#) directly to the UKHQ Safeguarding Team.
- [Data](#) incidents and [complaints](#) are managed well.

The District Lead Volunteer is responsible for responding to these, or for appointing someone else in the District to do this. There are a number of [accreditations](#) which can be given to share specific responsibilities.

We expect that members of this team will take part in [regulated activity](#).

# The Volunteering Development Team

## Purpose

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The District Volunteering Development Team makes sure all volunteers in their District have a positive and enjoyable volunteering experience. They make it easy for people to join and learn new skills.

## Who's in the team

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- Volunteering Development Team Leaders
- Volunteering Development Team Members

**Other volunteers are automatically members of this team because of their roles in Scouts:**

- Team Leaders of any District Volunteering Development Team [sub-teams](#). For example, Awards and Recognition Team.

## Tasks for the whole team

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Make sure teams across the District: Support all District teams to be aware of, and reflect on, [Our Volunteering Culture](#).

## Allocated tasks

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**Attract and welcome new volunteers to District and Group teams:**

- Use Scouts branded resources to attract new volunteers and show the [diversity](#) of Scout volunteers and young members.
- Reply quickly and positively to possible new volunteers.
- Make sure volunteers are [welcomed](#) easily and smoothly, including supporting volunteers to share any [reasonable adjustments](#) or any other needs they may have, such as [faith-based needs](#).
- Hold [inductions](#) with Group Lead Volunteers and other Group and District Leadership Team Members.

**Make sure volunteers are well supported:**

- Support all District teams (including Group Lead Volunteers) to follow our approach [to equity, diversity and inclusion, safer volunteer recruitment, joining](#), reviews, and processes for leaving Scouts.
- Help and encourage Team Leaders (including Group Lead Volunteers) to have regular reviews with volunteers in their teams.

**Help volunteers with learning:**

- Help volunteers and Young Leaders find and engage in opportunities for [learning](#) and development.
- Coordinate Scouts learning that needs to be delivered by an accredited [Trainer](#) - including organising and supporting the Trainers.
- Use learning delivery materials developed by Scouts (such as training sessions, workshops, activities and so on) and [make changes](#) (when necessary) so the environment and activities are accessible for everyone.
- Help volunteers connect across the District and beyond to learn, share best practices and overcome shared challenges.
- Set up learning opportunities with external organisations (if relevant and helpful).
- Support and recognise volunteers for their prior learning and experiences, and credit this in their records.
- Learn from people in other Volunteering Development Teams.

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### Recognise volunteers:

- [Recognise and appreciate volunteers](#) for their brilliant work, formally and informally.

## Other responsibilities

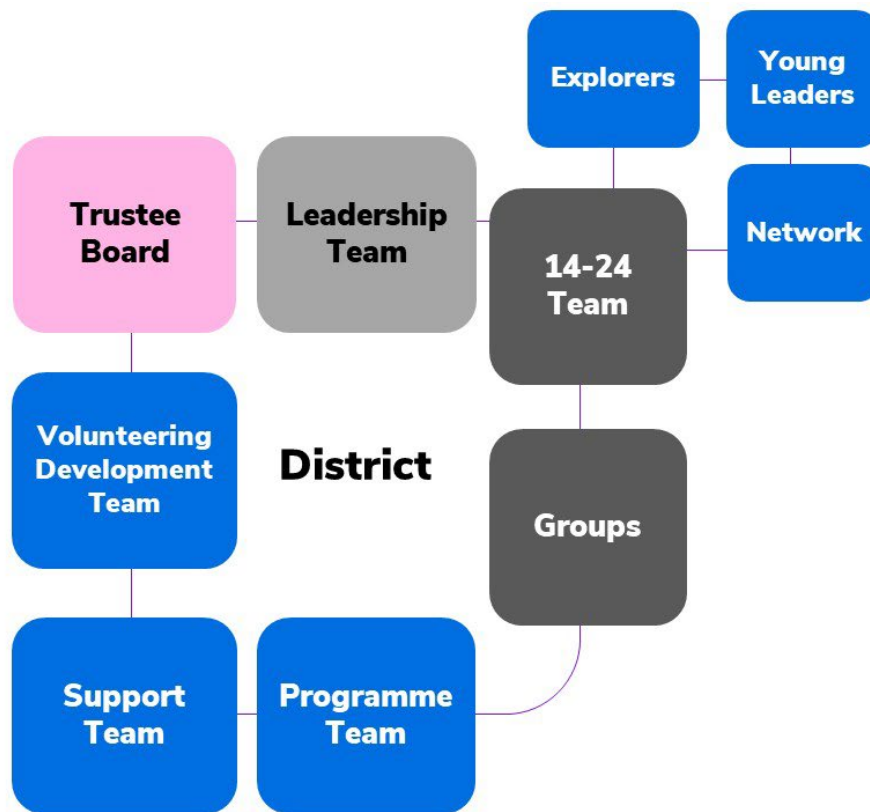
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There are a number of [accreditations](#) which can be given to share specific responsibilities.

We expect that members of this team will take part in [regulated activity](#).



# Team Structure and Function



Each District has a:

- **Leadership Team:** Leads, inspires, and motivates volunteers in Bradford North. They are the driving force behind the District and are responsible for its operation.
- **14–24 Team:** Supports volunteers in Explorer, Young Leader and Scout Network Section Teams to ensure that great programmes are planned and delivered for young people in this age range.
- **Programme Team:** Supports the District's section teams to work together and delivers events and activities under the District banner.
- **Volunteering Development Team:** Ensures volunteers in the District are welcomed, supported and well looked after.
- **Support Team:** Ensures the smooth running of the District.
- **Trustee Board:** Provides governance to ensure the District is run safely and legally.

Multiple Districts can share some functions, teams or work closely with one another. The District Leadership Teams will make sure the teams are meeting our own District's needs.

## Structuring the Support Team

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As District Volunteering Development Team Leader, you'll take the lead in determining the most appropriate structure for the Team to help it achieve its objectives. You'll lead the recruitment and selection of new volunteers to join the Team.

The structure and membership of the Team and its Sub-Teams is expected to evolve over time according to the needs of the Team and the District, and the available volunteer resource.

## Sub-Teams

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Some teams are quite large, with multiple volunteers doing similar tasks. In these cases, it might be helpful to use sub-teams.

Sub-teams are smaller groups of volunteers with a specific area of focus, sitting within a larger team. For example:

- A Fundraising Team within a Group Leadership Team
- A Hillwalking Team within the Programme Team

All teams (except Section Teams) can have their own sub-teams. Scout Active Support Units may also become sub-teams. You can decide locally if sub-teams are needed, and what they're called.

Sub-teams are optional and can be set-up at any time by the main team. But it's a good idea to start thinking now about whether sub-teams might be useful in your local area, and who might be in them.

## Current Sub-Teams

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We currently do not have any sub-teams within the Volunteering Development Team. This is due to the team currently being paused due to lack of volunteers.

### **Suggested Support Team sub-teams by Scouts UK:**

- Awards and Recognition Team – working to recognise and appreciate our volunteers for their brilliant work.
- Learning Team – helping our volunteers with their learning.

# Our strategic plan

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

Society is changing. In often fragmented communities, the pressures and expectations on young people are increasing. The future is uncertain. Scouts has never been so important in helping young people prepare for the future, developing the skills they need to succeed in a changing world. Each week almost half a million young people enjoy fun, friendship and outdoor adventure. They develop a sense of optimism and strong values as well as the leadership and team working skills that are more valuable today than ever.

Our movement achieves remarkable things. Our previous plan, Scouting for All, inspired new Groups and sections to start in an additional 834 areas of deprivation since 2013. We now help over 460,000 young people aged 6-18 (including the highest number of girls in our history) get the best possible start in life.

Now we want to go further. Skills for Life is a strategy that supports and empowers our volunteers who are the people that make Scouts a reality. It's a strategy to bring communities together and contribute towards a better society. But most of all, it's a strategy for young people. They deserve the best skills, the best support, and the best possible futures.

## Skills for Life

Our plan to prepare better futures 2018-2023

### Our vision

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

### Our mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

### Our values

We act with care, respect, integrity, cooperation, exploring our own and others' beliefs.

### Our goals

We will achieve the following goals against our four objectives:

#### Growth

- 50k more young people
- 10k more Section Leaders
- 5k more Young Leaders

#### Inclusivity

- The demographic of adult volunteers reflects society
- In 500 more areas of deprivation

#### Youth Shaped

- 250k young people shape their Scouting each year
- 50% young people achieve top awards

#### Community Impact

- 250k young people making a positive impact in their local communities each year
- 50% young people achieve top awards

### Our three pillars of work

To meet these objectives, we will focus on three pillars of work:

| Programme  | People   | Perception   |
|--|--|--|
| A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools. | More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds. | Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today. |

‘I believe that Scouts empowers young people. It gives them skills to achieve the remarkable, and opportunities to develop a deeper understanding of the rapidly changing world.’  
Tim Kidd, UK Chief Commissioner

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# Our values

## Integrity

We say what we mean and when we make a promise, we keep it.

## Respect

We listen to others, explore our differences and work to find common ground.

## Care

Scouts are friends to all and think of others before themselves.

## Belief

We believe passionately in improving the lives and life chances of young people and helping them explore and develop their beliefs and attitudes.

## Cooperation

Scouting is about teamwork. We believe that when we work together, we achieve more than we can on our own.

# Our key policies

All members follow our key policies. The policies cover:

## Child Protection

## Equal Opportunities

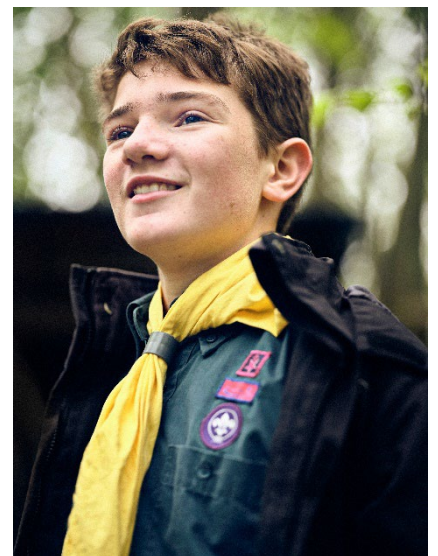
## Religion

## Safety

These policies are fully explained on our website at <http://scouts.org.uk/about-us/key-policies/>

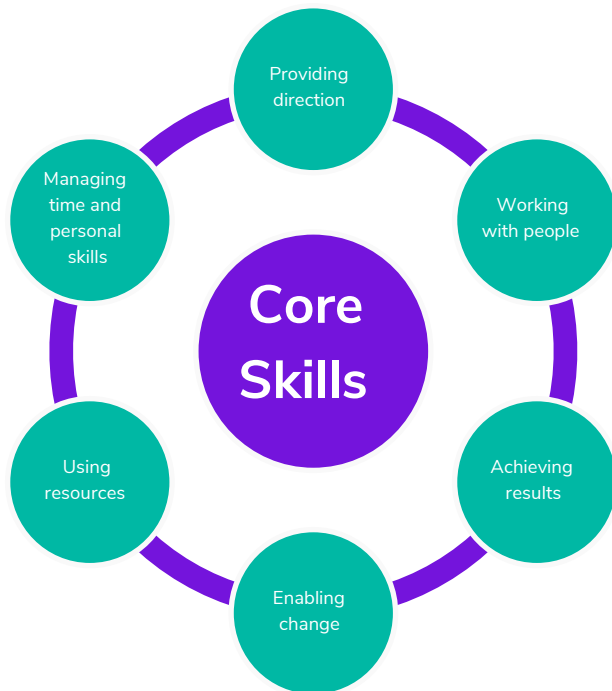
## Did you know?

- 9 out of 10 parents think their children would benefit from learning skills for life
- 83% of parents think Scouts helps young people develop skills for life
- 9 out of 10 UK adults think Scouts develop empathy
- 9 out of 10 UK adults think Scouts develop active listening skills 11 of the 12 people to walk on the moon were Scouts.
- Scouts have stood on the summit of Everest and at the South Pole.
- Scouts are public spirited – all our leaders are volunteers and nearly half (47%) volunteer outside of Scouts too.
- Over 160,000 adult volunteers in Scouting learn new skills, make new friends and make a positive impact in their communities.
- We offer over 200 activities from abseiling and coding to drama and water-zorbing.
- Over a quarter of UK Scouting's membership is female.



# Core Skill Areas

We've identified six core skill areas that make a good Scouting Manager.



## 1. Providing Direction

A good District Team Leader will create a vision for Scouting in the District and provide clear leadership to implement the vision.

## 2. Working with People

It is vital that a District Team Leader 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 Team Leaders ensure that goals are achieved, plans are seen through to completion, and that good relationships are maintained within and between Scouting Districts/Counties. Forging links within the local community is also an important aspect of development.

## 4. Enabling Change

It is important for District Team Leaders 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 Team leader 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 Team Leader should use their time effectively, be willing to continue to learn, improve their skills.

# The Role – Volunteering Development Team Leader

## Overview

The District Volunteering Development Team Leader provides tools, resources, and guidance to help volunteers thrive across the Bradford North Scout District. They work closely with their team to ensure effective recruitment, onboarding, training, and recognition. This is a management role, and we need someone who can provide leadership, motivation and guidance to their Team Members.

Each District Volunteering Development Team can have one or more Team Leaders. As a Team Leader, you'll:

- Share tasks with Team Members based on their skills, interests, and availability.
- Create a positive, collaborative team culture.
- Ensure the team keeps young people at the heart of everything they do, building inspiring teams and excellent support systems.
- Foster an open, inclusive, and accessible environment for all team members.
- Ensure safety and safeguarding policies are understood and followed by all.

## Role description

**Appointed by:** District Lead Volunteer, Bradford North via a search process and a follow-up conversation (email, phone, in-person).

**Responsible to:** District Lead Volunteer, Bradford North

**Responsible for:** District Volunteering Development Team, Sub-Teams and Volunteering Development Team Members/Leads

**Key Alliances:** West Yorkshire Scouts (County): Volunteering Development Team Leader, Support Team Leader, Programme Team Leader, 14-24 Team Leader, Volunteering Development Team, Support Team, Programme Team, 14-24 Team.

BITTS Active Support Unit – Helps with hosting and keeping the District website running. Also helps with errors and problems with the website.

**Internal contacts:** District Lead Volunteer (DLV), Youth Lead, Support Team Leader, Programme Team Leader, District Leadership Team and Sub-Teams, District Trustee Board, Group Lead Volunteers (GLV), Volunteering Development Team, Support Team, 14-24 Team, Programme Team.

**Key tasks:**

**Lead Volunteer Recruitment and Welcome**

- Develop and deliver recruitment plans to attract new volunteers into the District and Groups.
- Respond quickly and positively to enquiries from potential volunteers.
- Organise and run engaging welcome conversations to introduce new volunteers to Scouting.

**Support Safe Recruitment and Induction**

- Ensure all recruitment follows safe recruitment policies, including DBS checks and references.
- Guide new volunteers through the appointment process.
- Deliver or arrange effective induction sessions tailored to volunteers' roles.



### Coordinate Learning and Development

- Help volunteers access and complete essential training and ongoing learning.
- Organise local learning opportunities, training events, and skills workshops.
- Connect volunteers with accredited trainers, assessors, and online resources.

### Manage Volunteer Recognition

- Recognise and celebrate volunteers' contributions through informal and formal thanks.
- Coordinate award nominations at District, County, and national levels.
- Plan and deliver volunteer recognition events or activities.

### Promote and Embed Our Volunteering Culture

- Champion Our Volunteering Culture in all District teams.
- Model inclusive, supportive, and positive behaviours.
- Encourage collaboration and respect between volunteers across all roles.

#### Time commitment:

**Flexible Volunteering** – This role is more demanding than a typical role within Scouts due to the added responsibility required. It isn't at a set time or are you required to do a certain number of hours.

If your volunteering time decreases, we can arrange for additional Team Leaders or alternative arrangements to help reduce the workload.

#### Terms of appointment:

The initial term is decided in discussion with the District Lead Volunteer, usually between **one and three years**, with regular reviews. Reappointment is also at the discretion of the District Lead Volunteer, and reviews can be requested at any time by either party.

#### Expenses:

Certain expenses need to be proposed and agreed with by the District Lead Volunteer and the District Trustee Board. See our [local policies](#) for more.

| Knowledge and experience:   |           |
|---|-----------|
| Ability to lead, manage and motivate people in a voluntary environment.   | 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 volunteering in a manager/supporter role in Scouting (e.g. Group Scout Leader, District Commissioner or another District/County role)           | Desirable |
| Experience in training or volunteer recognition   | Desirable |
| Skills and abilities:   |           |
| Excellent ability to communicate effectively, orally and in writing including ability to speak and present publicly in a clear, articulate and motivating way | Essential |
| Ability to provide advice and guidance effectively to others  | Essential |
| Ability to provide inspirational strategic leadership for the District  | Essential |

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| Ability to contribute to strategy development and identify practical actions to achieve strategic objectives.  | Essential |
| Ability to effectively chair meetings.   | Essential |
| Can build, maintain and facilitate effective working relationships with a wide range of people   | Essential |
| Ability to enable 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 Experience offered to Adult Volunteers.   | Essential |
| Ability to use technology, especially mobile email, to carry out a range of tasks (confident in Microsoft Word, Excel and PowerPoint).                                   | Essential |
| <b>Personal qualities:</b>   |           |
| An understanding of the needs of adult volunteers  | Essential |
| Flexible approach  | Essential |
| Able to work as part of a team and promote good teamwork   | Essential |
| Resourceful, energetic, enthusiastic and self-motivated about the job  | Essential |

# How to apply

## Key dates

The application will remain open until filled.

## Process

To let us know you're interested in getting involved please add your details to the Expression of Interest Form on our vacancies page. If you can't use the online form, get in touch with us using the details below.

If you would like to nominate someone else, please complete the Nomination form. Like the Expression of Interest Form there is space for you to tell us why you think the person you are nominating would be great in the role.



## Further information

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

**Wendy Flatters – District Lead Volunteer.**

Email: [wendy.flatters@bradfordnorthscouts.org.uk](mailto:wendy.flatters@bradfordnorthscouts.org.uk)

Telephone: 0300 1021536