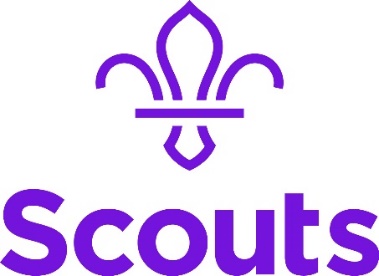
# Use your skills to help young people gain theirs.

## Policy, Organisation and Rules Sub Group Member applicant pack



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## About us

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.

‘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.’



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.

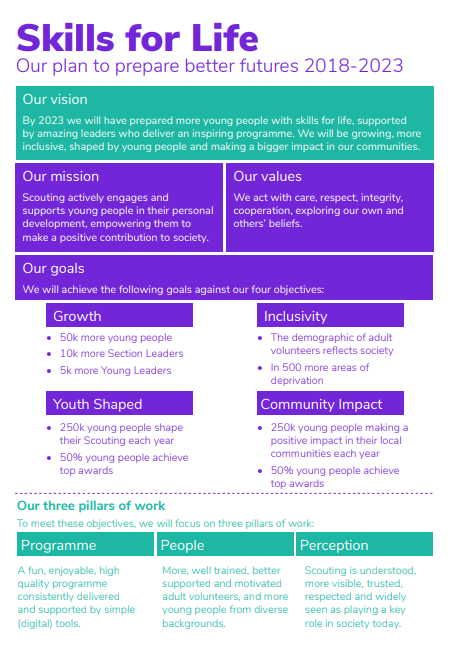
What do volunteers do?

Helping young people develop skills for life 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.

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.

**‘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**

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.

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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.

## The role

#### Overview

* We are looking for volunteers to join The Policy, Organisation and Rules Sub-Group (POR) and collectively ensure that The POR Sub-Group implements its terms of reference effectively. You will support work to ensure that POR is clear, consistent, effectively maintained and useful to local Scouting.

|  |  |
| --- | --- |
| Role description | |
| Responsible to: | * The Chair of The POR Sub-Group |
| Responsible for: | * NA |
| Key tasks: | * Work with staff and volunteer colleagues to review changes to the rules in POR to ensure that they are appropriate, relevant and understandable. * Ensure that rule changes / additions are written in plain English, are in line with the tone of POR and that the language does not cause un-due misinterpretation. * Where rules are being amended, verify that all connected and associated rules across POR are also amended as necessary so as not to lead to contradictions and confusion. * On request, support the POR sub-Group Chair to represent and promote the work of The POR Sub-Group around headquarters and the UK. * Work with the Chair and the other POR Sub-Group members to champion and drive change to the way that POR is maintained and changed at Scout Headquarters, including leading the introduction of appropriate new processes. |
| Time  commitment: | This is a new Sub-Group, and therefore, much of the detail of how it works is still to be decided.  We expect that the Sub-Group will meet approximately four times a year, conducting the vast majority of its business and meetings digitally. |
| Person specification | |
| Skills and  abilities: | * Excellent written and oral communication skills * Provide advice and guidance effectively to others * Build, maintain and facilitate effective working relationships with staff and volunteers * Ability to work well as part of a team * Ability to negotiate compromises * Plan, manage and monitor own tasks and time * Able to use basic computer software (e.g. emails/word processing/Microsoft Teams) |
| Knowledge and experience: | * Knowledge of, and experience of using POR in Scouting * Experience of working within a membership organisation or an organisation with devolved administration at a local level, preferably The Scouts. * Experience of debate and discussion in a committee format, and of reaching compromise where necessary * Knowledge of the principles of designing or writing documentation that is accessible and understandable to all |
| Personal  qualities: | * Be energetic and enthusiastic about the role * Be approachable * Have a commitment to the Scouts Fundamentals and Promise * Have a commitment to personal development * Be self-motivated |
|  | |

## How to apply

#### Key dates

The closing date for applications is: **28 June 2021**

Successful candidates will be invited to interview on **8 July 2021** with the first meeting of the committee with new members being held on **13 July 2021** (evening).

Process

To apply for this role, please complete the online form [here](https://app.smartsheet.com/b/form/ec996f0f55b7472380f9ac96dd3fbe1d).

#### Further information

If you would to discuss the role in more detail, please contact POR Sub Group Chair, Hamish Stout on [Hamish.stout@scouts.org.uk](mailto:Hamish.stout@scouts.org.uk)





**THE SCOUT ASSOCIATION**

**POLICY ORGANISATION AND RULES (POR) SUB-GROUP**

**TERMS OF REFERENCE**

**Members**

The group shall have a maximum of 5 members comprising:

* Chair (appointed by the Strategy and Delivery Committee for a period of 3 years, and may be reappointed for up to a maximum of 3 additional years)
* 3 Independent Members who:
  + have varied and wide-ranging significant current or recent experience of Scouting, including an in-depth understanding of the Policy Organisation and Rules (POR) document and how it is used throughout the Movement by adult volunteers. These 3 members should be representative of the diversity of the membership.
* Member Operations Manager

The role of Secretary of the Group will be undertaken by the Member Operations Manager at UK Headquarters.

In the absence of the Chair, the remaining members present shall elect one of themselves to chair the meeting.

All members are appointed by the Chair for a period of 3 years, and may be reappointed for up to a maximum of 3 additional years.

**Quorum**

50% of the membership (subject to declaration of any conflict of interest)

**Frequency**

Normally 3 digital meetings per annum, aligning to scheduled editions of POR, although extraordinary meetings may be called as required.

**Voting**

The Committee will strive for consensus around matters which require a decision. In the absence of consensus, matters arising at any meeting shall be decided by a majority of votes of those present (see Quorum above). In case of any equality of votes, the Chair shall not have a second or casting vote. Instead, the motion must be deemed not to have been carried.

**Rights of attendance**

Any member of the Board and all members of the Association’s Senior Leadership Team have right of attendance in a non-voting capacity (unless already a member of the Committee).

Any others, by prior notice to and with the permission of the Committee Chair, may also attend in a non-voting capacity.

**Purpose and Remit**

The group is responsible to the Strategy and Delivery Committee for the following based on the Committee’s Scheme of Delegation:

* 1. Approval of changes or additions to the POR document which have been agreed in principle by the relevant authority (as set out in the POR Chapter Owners document), in accordance with the following criteria;
     + The change or addition to POR reflects the approval given by the relevant authority and does not exceed its scope
     + The change or addition to POR is easy for all readers to understand and is unambiguous
     + The style in which the change or addition has been written is appropriate for POR
     + The change or addition to POR does not unintentionally contradict, or create confusion in, other parts of POR
  2. Approval of changes that improve the clarity, spelling, accuracy or structure of POR.  
     The group cannot approve any change on its own authority that will require a volunteer or member of staff to do something differently as part of their roles.
  3. Ensure pre-launch checks and consultations have taken place, where appropriate, with those affected by the changes to policies and/or rulings. Consultations should be open and transparent.
  4. In partnership with the Governance team, control the frequency of editions of POR per annum, including the ability to publish exceptional editions as required.
  5. Strive to improve and develop the processes for maintaining POR to ensure that they remain fit for purpose and are well understood.

**Reporting**

Minutes of all Committee meetings, or a summary of the Minutes approved by the group Chair, will be circulated to the Strategy and Delivery Committee along with a summary of approved changes.

**Authority**

The Group is authorised:

1. To seek any information it requires from any Group, employee or volunteer in order to perform its duties; and
2. To require the attendance of any Group Chair, employee or volunteer at a meeting of the Committee (or at a meeting of any part of the Committee arranged for a specific purpose) as and when required.

Drafted: November 2020

Approved:

Next review date: TBA  
Owner: