



Head of Safety

Applicant Information 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. We encourage our young people to do more, learn more and be more. We're a worldwide movement, creating stronger communities and inspiring positive futures. We welcome talent from all backgrounds and your contribution to help even more young people succeed in life.



Tim Kidd, UK Chief Commissioner

Matt Hyde, Chief Executive



Our Values

Integrity

Respect

Care

Belief

Cooperation

Our strategic plan

By 2025 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. We have continued to grow for 13 consecutive years. 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 462,000 young people aged 6-18 (including 102,000 girls) get the best possible start in life. Our social action campaign, A Million Hands, has enabled over 200,000 young people to make a positive contribution in their local communities.

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 2018-2025

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| Our vision | We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities. | | |
| By 2025 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme. | | | |
| Our mission | Our values | | |
| Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society. | We act with care, respect, integrity, cooperation, exploring our own and others' beliefs. | | |
| Our goals | | | |
| By delivering this plan we will achieve the following goals against our four objectives: | | | |
| Growth | Inclusivity | Youth Shaped | Community impact |
| <ul style="list-style-type: none"> - 50,000 more young people - 10,000 more Section Leaders - 5,000 more Young Leaders | <ul style="list-style-type: none"> - Our volunteers reflect the demographics of our society - In 500 more areas of deprivation | <ul style="list-style-type: none"> - 250,000 young people shape their experience at Scouts each year - Half of our young people achieve top awards | <ul style="list-style-type: none"> - 250,000 young people making a positive impact in their local communities each year - Half of our young people achieve top awards |

Our four pillars of work

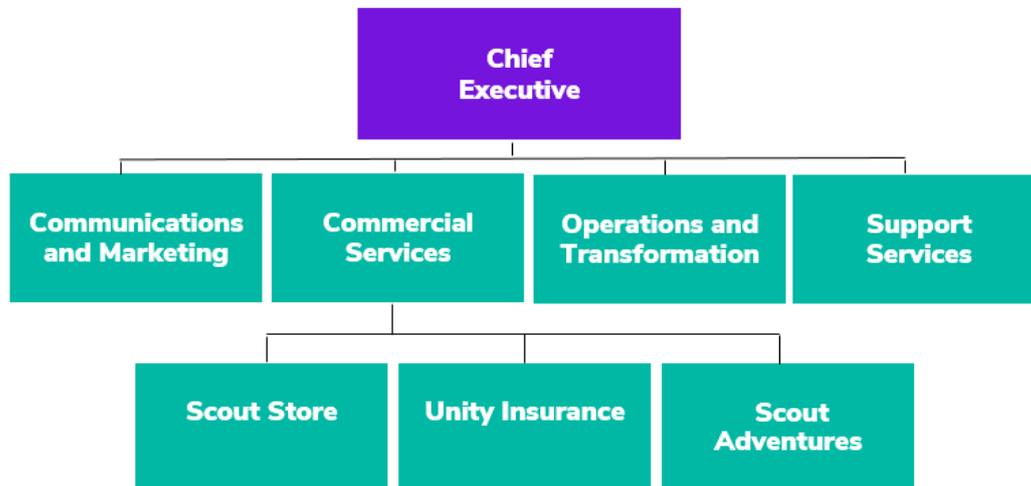
To support the movement to achieve these objectives, we will focus on four pillars of work:

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| Programme | People | Perception | Protect |
| 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. | Scouts is understood, more visible, trusted, respected and widely seen as playing a key role in society today. | Scouting survives COVID-19 and those parts of the movement and communities made vulnerable by the crisis are properly supported. |

'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

The Scouts' Organisation Structure

The UK headquarters of the Scouts is based at Gilwell Park, Chingford, London, and is operationally divided into four directorates. The Safeguarding and Safety teams sit within the Operations & Transformation Directorate.



Safe Scouting

By its very nature, scouting is adventurous and challenging and that's how we want it to be – but, alongside that, nothing is more important than keeping young people safe and protected. So the Safe Scouting team's mission is to do exactly that.

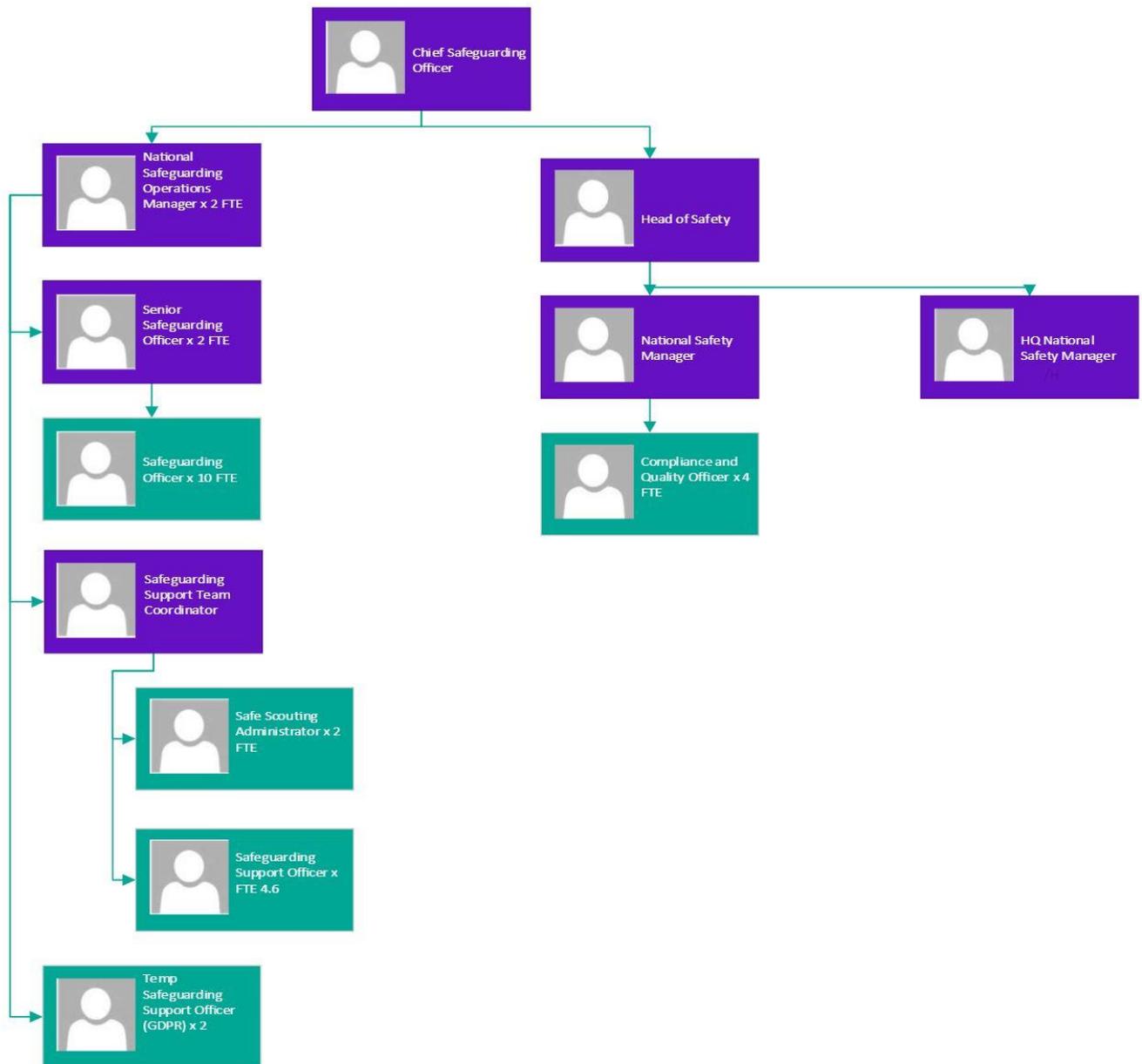
We are a large service comprising of 33 staff members who are all committed to this priority. We do this through providing policy development, advice and services to the thousands of adult scout leaders operating across the UK. One part of the team specialises in the delicate work of safeguarding scouts from harm and the other part focuses on their safety and the leaders that look after them. Recognising that scouting is delivered by volunteers who give up their time to help young people gain skills for life, it's quite a challenge to provide safety policies, guidance on assessing risk and practical training which work effectively 'on the ground'.

We have already made a lot of changes in the way we work and recently reviewed the existing safety team including consistency of approach combining the health and safety of our employees within the service. We've decided to make a significant investment in strengthening our approach to safety in scouting, hence the creation of this new senior role to lead a bigger team which will ultimately expand to 7 staff

So it is a perfect time to join the service and have a big influence on making improvements to the support we provide, leading our future developments in the delivery of Safety across the organisation and throughout the scouting movement.

At the Scouts you will find our whole staff team is exceptionally strongly committed to what the Scouts is aiming to achieve and to its values. We pride ourselves on being a great employer and recently won the 2020 liP Best Third Sector Employer award – so in return for your expertise and energy in this role, you will work with great colleagues and be encouraged to learn and develop.

Safeguarding and Safety Team Structure



Job Description

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| Responsible to: | Chief Safeguarding Officer |
| Department: | Safe Scouting |
| Base Location: | Gilwell Park with UK travel and flexibility |
| Term: | Permanent |
| Salary: | £70,000 per annum (inclusive of Outer London Weighting) |
| Hours: | 35 hours per week |
| Line Management Responsibility: | National Safety Manager HQ National Safety Manager |

Core Purpose

The purpose of this role is to lead the Scouts' safety function in respect of both its employed staff, volunteers and young people and to develop and implement formal strategies to improve safety in scouting. The role will develop and drive a strong safety culture throughout the movement by ensuring good national policies, providing high quality advice and training and influencing senior volunteers to implement these at all levels across the organisation. The design, implementation and utilisation of a quality assurance framework across scouting and staff activities, identifying where improvements are required and implement the necessary change arising will be key to this role. Additionally the post-holder will ensure that the Scouts is up to date with relevant good safety practice in relation to employment, volunteering and scouts' activities and that this informs its policies and QA mechanisms. The role will assist the Chief Safeguarding Officer in servicing the Scouts' Safety and HQ Health & Safety Committees ensuring quality reporting and specialist advice is provided to make the Committees highly effective.

Key Accountabilities

- As a senior member of the Safe Scouting department, contribute to the wider strategic and operational plans for safety and safeguarding
- Lead the safety function for the Scouts to drive the right culture and practice throughout all scouting activities and within the HQ operations
- Working closely with senior volunteers, design a formal safety strategy for scouting, based on analysis of need across the organisation, implement the strategy and monitor its effectiveness
- Proactively develop appropriate rules, policies and guidance relating to the safe provision of Scouting and maintain these in line with best safety practice
- Establish and implement an effective quality assurance framework for safety in relation to staff, volunteers and young people
- Prepare reports for the Safety and Health & Safety Committees and other relevant forums on matters of safety

- Represent the Scouts externally on matters of safety, including liaison with families, courts and external regulatory bodies
- Working closely with Scouts' operational managers, design a formal safety strategy for staff based on analysis of need and implement the strategy and monitor its effectiveness
- Ensure that all significant and critical incidents are appropriately managed, identify learning to support future prevention and that the learning is implemented
- Provide a high quality advisory service to the movement and to the Scouts' managers on safety matters, including an out of hours' service
- Ensure the availability of quality management information to be used to inform safety practice and lead to improvement in safety in scouting
- Manage delegated budgets
- Any other duties as reasonably requested by the Chief Safeguarding Officer commensurate with the general level of responsibility of the job.

Person Specification

Experience

- Extensive senior level professional experience in safety management in a relevant industry
- Experience of implementing safety policies and good practice for volunteers
- Extensive experience of managing a staff health and safety function
- Experience of designing and using quality assurance systems to support improvements in safety
- Experience of designing safety policy and good practice and ensuring these are delivered on the ground
- Experience of managing a team

Skills, Abilities & Knowledge

- Extensive knowledge of safety law, regulation and good practice in a relevant industry
- Extensive knowledge of safety law, regulation and practice in employment
- Knowledge of the work of national safety regulatory and training bodies
- High level interpersonal skills
- Excellent communication skills, both written and oral
- Ability to motivate and lead a team effectively
- High level influencing skills

Values & Personal Qualities

- Commitment to the values of the Scouts
- Drive to get things done
- High level of integrity
- Flexible and pragmatic
- Willing and able to work some weekends and evenings as required, including UK travel and nights away from home

Education & Qualifications

- Chartered Member of Institution of Occupational Health (CMIOSH) or equivalent
- Educated to diploma level or equivalent

Benefits

Holiday Entitlement: On top of your generous 25 days annual holiday, we give you up to three extra days off between Christmas and New Year. And that's not all, holiday goes up to 28 days after 2 years' service and 32 days after 5 years' service.

Looking after your health and well-being

Simply Health scheme: Optical, dental and many more appointments covered, as well as great gym and family days out discounts.

Sickness absence: Once you're three months in, we have generous sickness pay, above the statutory.

Wellbeing walks: Scheduled once a month at Gilwell Park, this a great chance to take an hour out of work to walk in the beautiful countryside with colleagues, taking in the fresh air.

Looking after your future

Generous Pension Scheme: We look after your future. You will have been automatically enrolled into The Scout Association's Group Personal Pension Plan, contributing 3% of your qualifying earnings. The Scouts will contribute double at 6% of your qualifying earnings on auto enrolment. You can increase your contribution at any point and we will double your contribution up to a maximum of 10% of your gross salary.

Looking after your family: Your loved ones will receive four times the basic salary if you pass away while employed by us.

Getting to and from work

Car parking: Parking is free at all our sites.

Minibus Service: When working at Gilwell Park, a minibus can collect you at various times from Chingford Station and drop you back at various times.

We are proud to be a family friendly employer

Personal Days: Up to four personal days paid leave a year.

Maternity/Paternity Leave: We pay maternity leave above the statutory minimum requirement.

Start and finish time: Employees can apply for some flexibility on their start and finish times of work.

Making your money go that little bit further

Scout Store purchases: You can buy Scout Store merchandise with a discount of 25% on certain items.

Online benefits portal: Our online benefits portal allows you to tailor make your own benefits package.

Developing yourself and others

Study and volunteer leave: Special leave includes paid leave for volunteering and study leave.

How to apply

Before making an application please ensure that you have read the Recruitment and Selection policy:

<https://scouts.org.uk/media/1009429/Recruitment-and-Selection-Policy.pdf>

You can read more about working at Scouts here:

<https://scouts.org.uk/about-us/jobs/working-at-the-scouts/>

We would be grateful if you would also complete the Recruitment Monitoring questions on the Application Form. Our Equal Opportunities policy can be found here:

<https://www.scouts.org.uk/por/2-key-policies/equal-opportunities-policy/>

The closing date for applications is 9am 4th March 2021

The interviews will be held on Monday 15th March 2021

If you would like to have an informal conversation with Tina Wilson (Chief Safeguarding Officer), before submitting your application, please contact Recruitment@Scouts.org.uk

To submit an application, please use this Smartsheet Link:

<https://app.smartsheet.com/b/form/a3375957f48c4ccd91cbade69551ced7>