To: All full and associate members, in [District/County/Area name] recorded on Compass, who are aged between 18 – 25.

Subject: Could you be the next youth commissioner of [District/County/Area name] Scouts?

Hi [member name],

**Do you know the next youth commissioner of [District/County/Area name] Scouts?**  
You, or someone you know, could be the person we’re looking for to take on the role of [District/County/Area] Youth Commissioner.

The role for people between 18 – 25 years old. Youth Commissioners are volunteers who are responsible for driving youth shaped in our local area. They enable volunteers to embed the ideas and decisions of young people into local scouting.

There’s plenty more information about the role and application process in [this vacancy pack].

**How to nominate people or apply:**   
You can either nominate someone using the [nomination form] or apply for the role yourself using the [application form]. - Any nomination you make will be kept in the strictest confidence. Nominating an individual does not commit them to applying for the role.

If you would like to discuss the role or find out more, please contact [name and role] on [phone number] or email at [email address]

The closing date for applications or nominations is [date]. Interviews will be held on the [date].

Please do share this email with anyone you think may be interested and do get in touch with questions that you may have!

[Sender Name]  
[Sender Contact Info]   
[Sender Role]