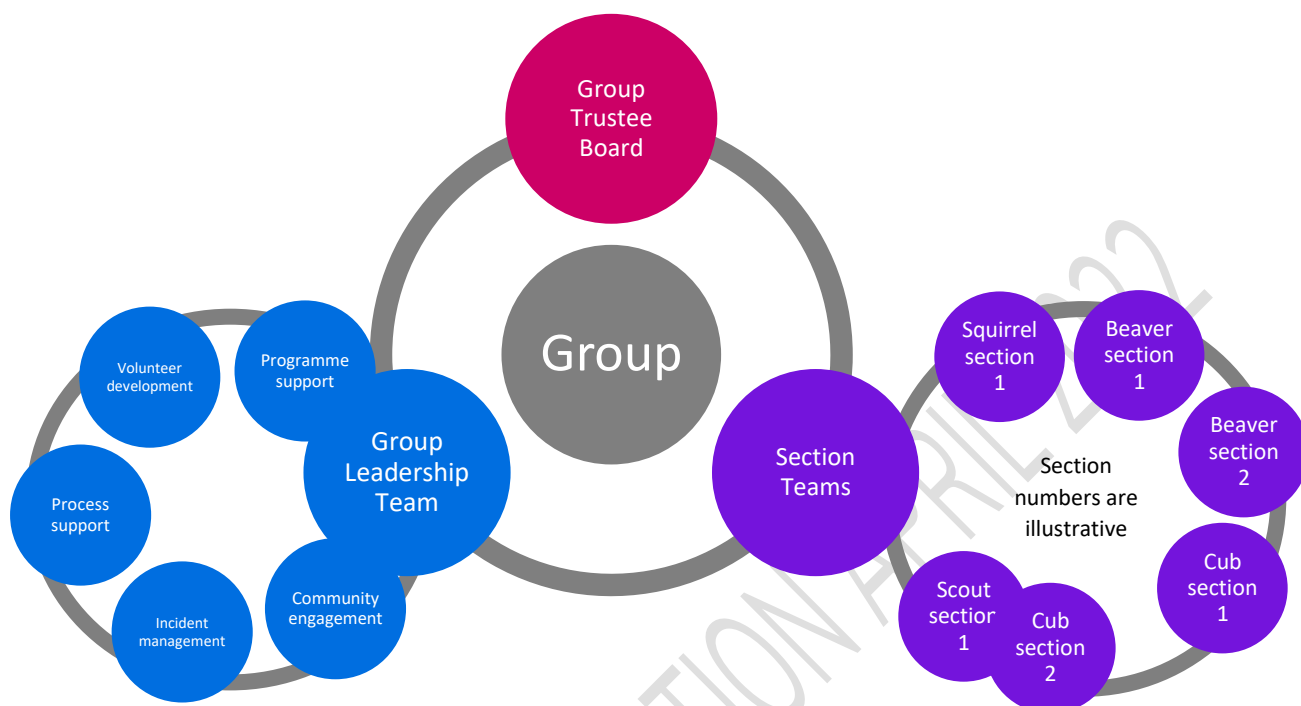*Note for reviewers: when shared with the wider movement, this will be presented as a web page. To keep the page short and focused, key items will be contained within expanding boxes such as the below. Practical items such as links to other pages/documents will be added later. Some elements may also be made available in pdf format.*

Step 1. Understanding the process	+
Step 2. What to do before you get together	+

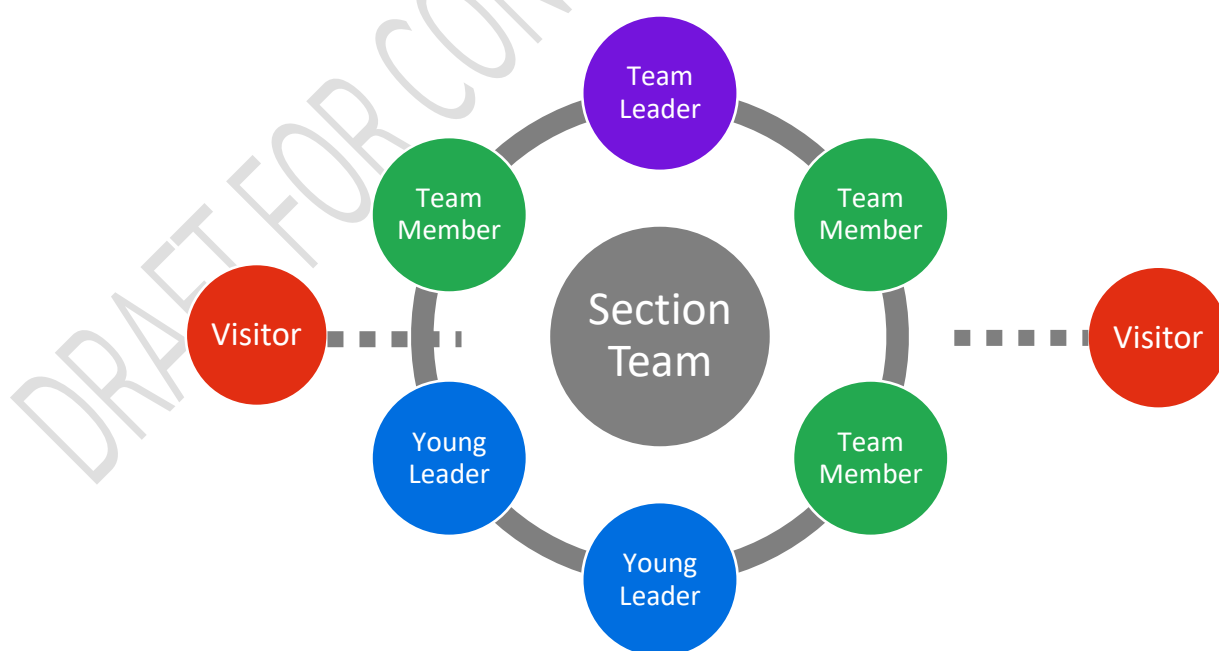# How we organise our Sections and Groups

Within each Scout Group are three functions:

- The **Section Teams** deliver safe programmes. They are arranged in a flexible way to meet local needs, but will include:
    - One or more Section Team Leaders, who co-ordinate and lead the team of adults
    - A team of Section Leaders and Young Leaders, who agree between them which task(s) each individual is allocated.
- The **Group Leadership Team** helps all volunteers (including young leaders) within the group to work together to plan and deliver high-quality programmes. This team comprises:
    - The Group Scout Leader
    - All Section Team Leaders from the Group (and any partnered Explorer Unit)
    - Any other Group Leadership Team Members
- The **Group Trustee Board** provides charity governance for the Group

Note: circles in the Group Leadership Team show functions, and are not intended to represent teams or individuals. More information is available in the Group Leadership Team description.

This diagram outlines how a Section functions and how its team should be formed:

The Section Team is supported by visitors from outside Scouts, who help informally to deliver part of the programme.

How our volunteers work together in Scouts

People work best as members of purposeful teams. A purposeful team will contain a mixture of skills and attributes to achieve a common and shared purpose.

Each team will have:

- A clear purpose
- Clear outcomes
- The flexibility to suit local needs.

With such clarity of purpose, individual volunteers will be aware of their part in delivering the team's purpose.

There are two types of tasks within a team:

1. Tasks for the whole team – All team members take part in these tasks and must have, or develop, the skills associated with these tasks.
2. Allocated Tasks – The Team Leader ensures that one or more team members has responsibility and the skills, for each of these tasks

As an example:

Team 1	Tom	Mita	Gary	Hannah	Arnold	Helper
Team Leader				✓		
Task for the whole team 1	✓	✓	✓	✓	✓	
Task for the whole team 2	✓	✓	✓	✓	✓	
Task for the whole team 3	✓	✓	✓	✓	✓	
Allocated Task 1		✓		✓		
Allocated Task 2					✓	
Allocated Task 3	✓	✓				
Allocated Task 4			✓			
Allocated Task 5					✓	
Allocated Task 6						✓