



BUSHY WOOD

SCOUT ACTIVE SUPPORT UNIT (SASU) MANAGER

VACANCY PACK

As Bushy Wood continues to develop, and following the successful launch of our own 'youth service crew' Explorer Unit (Team Bravo), it is now time to add a Scout Active Support Unit to the Bushy Wood family.

That all starts with the right person to lead it, whilst we have a clear mission in mind, we are starting from scratch, so this is a great opportunity for someone looking to take on a new role where they can be creative, working with the rest of the Bushy Wood team to create something entirely new.

The vision is to have a unit with adult members with a broad range of skills and interests, the purpose of the unit will not be to dig holes and paint walls, we would expect it to be involved in forestry, land management, retail, customer care, wildlife projects, activities and event support (and yes project work too, so maybe painting the odd wall!)

We want to move on from the perception of a 'service crew' being just about DIY work and maintenance, there is much more to Bushy Wood, and we are keen to do so much more, so we are looking to build a diverse team of many interests, which all starts with the right manager.

We are looking for someone with a passion for youth development and the outdoors, who can manage a team of adult volunteers effectively, we don't need a person who is a specialist in any one particular area, just someone who can pull it all together and make great things happen for our fantastic site.

As soon as we have our manager, we will then look to that person to start opening up applications for membership.

ROLE DESCRIPTION

Bushy Wood

Scout Active Support Manager

Purpose of the role

The Bushy Wood Active Support Manager is a key role in launching the new Scout Active Support Unit, and ensuring that the Unit fulfils its purpose.

The role requires the right individual to:

- Provide proactive leadership to the members of the Scout Active Support Unit.
- Promote and maintain the policies of The Scout Association
- Positively manage and support adults, defining roles and responsibilities as they are recruited
- Actively promote the implementation of policies and development plans as agreed by the Bushy Wood Management Committee

Responsible to

Centre Manager (operationally), District Commissioner (line management)

Responsible for

Scout Active Support Coordinators

Scout Active Support Members

Main Contacts

Centre Manager, Warden, Management Committee Chairperson, District Commissioner

Appointment requirements

- Understand and accept The Scout Association's policies
- Satisfactory DBS clearance and completion of the appointments process
- Completion of a Wood Badge for the role within 3-years of appointment

Main Responsibilities

- Launch the new Scout Active Support Unit
- Promote the Scout Active Support Unit
- Recruit members to the Scout Active Support Unit
- Ensure that the Scout Active Support Unit operates in pursuance of relevant development plans and operational taskings
- Build relationships with other related units as appropriate

Core Tasks

Work in partnership with the Centre Manager to:

- Review the unit annually to ensure that it fulfils its remit
- Provide practical support and assistance to members as required.
- Maintain effective communication between the Unit and its members
- Appoint Scout Active Support Coordinators as required
- Agree responsibilities with the Scout Active Support Coordinators, with reference to the role description.
- Ensure that all Scout Active Support Members are cleared through the appointment process and all relevant training is completed and maintained.
- Ensure that the unit operates in accordance with POR
- Raise awareness and promote the unit as a membership option.
- Be included in the planning stages of events to ensure that support can be provided as necessary.
- Promote the opportunities of Scout Active Support to external bodies outside Scouting

Person Specification

Essential

- **High level of interpersonal skills**
- **Ability to lead, motivate and enthuse others**
- **Able to demonstrate initiative and independent working**
- **Ability to set measurable targets and deliver as promised**
- **Knowledge and creativity with regard to ways to deliver development plan objectives**
- **Understanding of the purpose and method for the provision of Scout Active Support**

Desirable

- **Experience as an adult member in Scouting or GirlGuiding**
- **Management and leadership experience in Scouting or GirlGuiding**