



January 2023

Dear All

## **New District Commissioner – Oldham District Scouts**

### **District Applications and Nominations Requested**

We are looking to appoint a new District Commissioner (DC), a volunteer manager who builds and leads a Team to support the Scout Groups, Explorer Scout Units and Scout Network members in the District to give young people the best quality Scouting possible.

### **How can you help?**

A small search team has been formed to assist with the search for a new DC. We know there are some great people within the District and we want to ensure everyone gets the opportunity to **nominate people** they feel could undertake this role **and make a difference**.

**Please do** send in nominations of people you feel should be considered for this important and rewarding role.

I should stress that you are encouraged to **volunteer yourself** for consideration by completing the application form.

In addition, I would ask you to forward this letter to all your current and former Scouting contacts to ensure we have the best chance of finding the right person for the role.

## **Who can you nominate?**

Self-nominations are actively encouraged and expected. Let's be honest, **if you believe you can bring the right skills and expertise to the role and you are enthusiastic and motivated then why not apply yourself?**

We will also consider **joint role holders** so that two or more people can share the role.

To make a nomination, please complete the nomination form below, drop an email or give a call.

It does not matter if the individual you want to nominate is new to Scouting.

Scouting has a comprehensive training scheme, some of which is led by Headquarters, which can provide training and support for anyone new to Scouting. What is important is for them to bring the leadership and Management skills that will continue to help move Oldham District forward.

You can of course at any point contact me or Pat Farr, Search Group Chair, to have an informal chat about the role and what it entails. My details are below, and Pat can be reached via [dcsearch@gmnscouts.org.uk](mailto:dcsearch@gmnscouts.org.uk) or 07771 778365.

Cathy Ward  
County Commissioner  
Mobile: 07746 296095  
E-mail:cc@gmnscouts.org.uk

## What's in it for the new DC

The new DC can be safe in the knowledge that they are making a real difference to local young people by working with a team of like-minded adults to develop the District

## Why is this role important?

The DC will be responsible for ensuring adults have what they need to be confident in their role by creating a network of support to help and guide them. They will have access to training relevant to the role and will have an induction to ensure they get the very best start. The DC will also form part of the County Management Team and be involved in setting the strategic direction that the County will take over the coming years.

## How do you nominate or apply?

This is the easy part. It really doesn't matter how you nominate! You can complete the enclosed nomination/application form (as applicable) and return it by email. Or just send an email with the same information included. Or give one of us a call!

Email return: [dcsearch@gmnscoouts.org.uk](mailto:dcsearch@gmnscoouts.org.uk)

**The deadline for receipt of nominations/applications is 23:59 Thursday 23<sup>rd</sup> February 2023 so please ensure you have submitted by this date.**

## What happens next?

Nominations will be reviewed by the search team and a shortlist of recommendations will be made to me to consider for appointment.

Individual discussions will follow, and my preferred candidate will then meet the County Appointments Advisory Committee for final approval.

If you are unsure or would like a non-committal chat about the role or any nominations, please do get in touch.

**We would far rather you have a chat first than just decide it's not for you rather than miss the opportunity!!**

Many thanks in advance for supporting this important search and helping Oldham to continue to grow and develop.

Please return the appropriate form to [dcsearch@gmnscoouts.org.uk](mailto:dcsearch@gmnscoouts.org.uk) **The closing date for applications and nominations is 23:59. 23<sup>rd</sup> February 2023**

Monday 27 <sup>th</sup> February	Shortlist to be sent to County Commissioner (CC)
Tuesday 28 <sup>th</sup> February	CC to meet with Search Group
Wednesday 1 <sup>st</sup> March 2023 onwards	Discussions with County Commissioner
Thursday 29 <sup>th</sup> March 2023	District Meeting introduction and strategy

## Full Role Description

To manage and support the Scout District to ensure it runs effectively and that Scouting within the District develops in accordance with the rules and policies of The Scout Association so that that the District provides good quality Scouting for young people and proactively supports and manages adults in the District.

**Responsible to:** County Commissioner (or deputy if appropriate).

**Responsible for:** Deputy District Commissioners, Group Scout Leaders, District Explorer Scout Commissioner, District Scout Network Leaders, Assistant District Commissioners, District Scout Active Support Managers, District Scouters, District Advisers, Nights Away Advisers, District Media Development Manager.

**Main contacts:** County Commissioner, Deputy District Commissioners, Group Scout Leaders, District Explorer Scout Commissioner, District Scout Active Support Managers, District Scout Network Leaders, Assistant District Commissioners, members of the District Executive Committee and its sub-committees, County Scout Network Commissioner, County Training Manager, Local Training Manager, members of the Regional Development Service, Local Development Officers, other District Commissioners, members of the local community, schools and other youth organisations.

**Appointment requirements:** Must complete the relevant mandatory training (and a wood badge) as soon as possible of taking up the role. Must be eligible for charity trustee status (as a member of the District Executive Committee). It's expected that whilst volunteering for this role you will undertake regulated activity.

### Main tasks:

- Ensure that the District thrives and has the best systems in place to support the Groups, to support all adult volunteers in the District and to develop Scouting in the District.
- Provide line management and support to the adults in the District that directly report to you including setting objectives for their work and holding regular reviews and one-to-one meetings.
- Produce a vision for the District and implement a development plan to meet that vision.
- Ensure that Scouting in the District is attractive to young people and adults from all backgrounds in the District.
- Ensure that the District has an adequate team of supported and appropriate adults working effectively together and with others to meet the Scouting needs of the area.

- Work with the County and other District Commissioners in the County to ensure that the Scouting in the County thrives.

Some of the tasks for which the District Commissioner is responsible may be delegated to others in the District, including a Deputy District Commissioner, if appointed.

## Information about being a Charity Trustee

You cannot be a Charity Trustee if

- have an unspent conviction for dishonesty, deception, bribery, money laundering, terrorism, misconduct in public office, perjury, perverting the course of justice, aiding, attempting or abetting any of these crimes.
- have an IVA, debt relief order and/or a bankruptcy order
- have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator)
- have been removed from being in the management or control of any body in Scotland (under relevant legislation)
- have been disqualified by the Charity Commission
- are a disqualified company director
- are a designated person for the purposes of anti terrorism legislation
- are on the sex offenders register
- have been found in contempt of court for making (or causing to be made) a false statement
- have been found guilty of disobedience to an order or direction of the Charity Commission
- you are under 18 years of age

For full details please see [Why some individuals can't act as charity trustees - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/why-some-individuals-cant-act-as-charity-trustees)

# NOMINATION FORM

**If you think you know the right person** for this District Commissioner role, please complete the nomination form below. Nominating an individual does not commit them to applying, but, if they choose to, they will be required to complete a more thorough application form

**Nominee's details:**

Name

Telephone number(s)

Email address

Please outline why you felt motivated to nominate this person for the role of District Commissioner

Nominated by

Telephone number

Email address

## APPLICATION FORM

**If you** are interested in applying for this District Commissioner role, please complete the application form below.

Name

Telephone number

Email

Please outline why you want to apply for the role of District Commissioner

Please briefly explain why you would be suitable for this role, including professional and voluntary experience, within or outside Scouting (refer to role description)

Please describe the skills you would bring to this role (refer to person specification)