

Lead volunteer for the adventure and development team

Role description

16 April 2025

Are you looking for a new volunteer role? Are you passionate about development and would like to help Girlguiding Scotland by supporting our volunteers to provide our young members with amazing adventures?

1.0 The purpose of the role

This exciting new role will be leading the adventure and development team to make sure that our volunteers have the relevant training and support they need to deliver fantastic opportunities to our young members. You will also work closely with the team that delivers girl events to make sure that there are learning and support opportunities available for anyone taking part in an event.

1.1 Key responsibilities

- Lead the current members of our adventure and development team. There is a team of 2, a volunteer for walking and outdoor first aid and another that supports leaders to get their going away with qualification.
- Line manage the members of the team and ensure that they communicate with each other, and the wider volunteer and girl experience teams.
- Work with county commissioners and county teams to find new ways to encourage volunteers to take on adventure, creating learning experiences locally.
- Forward planning and initiating new plans and ideas to assist our volunteers with adventure and development.
- Offering guidance and expertise to adventure projects already underway.
- Work with the girl experience team to investigate if there are potential learning opportunities for our volunteers in general within events and resources.
- Assist the adventure & development – going away with (GAW) adviser with risk assessments and RENs as part of the Scottish process.

- Work with our learning and development team to ensure that there is the correct training available to support any upcoming events.
- Be a champion for new and innovative ways of assisting our volunteers to develop their skills to provide our young members with the best adventure experience.
- Support the GAW adviser with the verification of the new GAW programme.

1.2 Skills and experience needed for the role

- Be able to communicate with a wide range of volunteers.
- Be able to work collaboratively with staff in line with the staff volunteer protocol.
- Be able to lead, inspire and motivate a team.
- Be able to work as part of a team.
- Be good at planning and coordination.
- Be able to problem solve and be adaptable.
- Be proficient with the use of Teams and Zoom.
- To be open and approachable.
- Have excellent administrative skills.
- It is essential to have the going away with qualification and other outdoor qualifications would be advantageous.
- It is essential that you have experience dealing with RENs and risk assessments.

1.3 Induction, training, and support

- All volunteers are given an in-depth induction into their role.
- This role receives ongoing staff support from the volunteer experience project coordinator and volunteer line manager support from the lead volunteer for volunteer experience.
- Expenses for travel and subsistence may be claimed for any costs required to complete your role.
- This role is for 3 years and can be extended for up to 2 years by mutual agreement.

1.4 As part of this role, you will need to:

The time commitment for this role will vary depending on what projects are active, but it should be an average of 10-14 hours a month. This role will have busier periods, due to the seasonal nature of the activities that are supported.

- Chair 4 adventure & development meetings a year (online, around an hour each).
- Attend Girlguiding UK meetings (details to be confirmed). Each year there is 1 in-person meeting in October, and the locations vary.
- Support the peer support network for outdoor and residential advisers in counties (termly, around an hour each online).

- Meetings with the lead volunteer for volunteer experience and girl experience as required. Meetings with the volunteer line manager are likely to be more frequent at the start of the role, then on a regular basis that suits those involved (will be online).
- Various project meetings (this will depend on the number of projects that you need to be involved with).
- Attend other ad hoc meetings that require your attendance.
- Build solid links with the girl experience team and various other teams within Girlguiding Scotland and Girlguiding.

1.5 How to apply for this role:

If you have any questions about this role, please contact Janice Blair, our lead volunteer for volunteer experience, on Janice@girlguiding-scot.org.uk. If you are interested in applying for the role, please send your answers to the following questions to ann-marie@girlguiding-scot.org.uk, plus details of 2 referees. Please use lead volunteer for adventure & development in the subject line of the email:

Q1. Why are you interested in this role? (300 words max)

Q2. What skills and experiences do you have to offer? (300 words max)

Applications are welcomed from across Scotland and the closing date is 12pm Friday 22 August 2025.