

How to start a Scout Active Support Unit – Guide for GSL's, DC's and CC's



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Scout Active Support is a way that adults can provide support to local Scouting in a flexible way that suits them.

A Scout Active Support Unit is a resource for Group Scout Leaders, District Commissioners and County Commissioners to develop Scouting. It is their decision to start a Scout Active Support Unit in agreement with the relevant Executive Committee, in response to a particular area of Scouting they wish to develop such as climbing activities or adult recruitment.

Step 1

The relevant Commissioner identifies a specific area of Scouting they wish to support and/or develop that has been recorded in the Group, District or County Development Plan.

Step 2

The relevant Commissioner should then consult with their relevant Executive Committee to agree that a Scout Active Support Unit can be formed.

Step 3

An individual should be identified or recruited to be Scout Active Support Manager using the relevant appointments process. More details on the Scout Active Support Manager role can be found in the further information section and at www.scouts.org.uk/activesupport

Step 4

The Scout Active Support Manager should recruit the Scout Active Support members and ensure they complete the relevant appointments process and have a valid CRB, Access NI or Disclosure Scotland check completed within the last 5 years.

Step 5

Ultimately the relevant Commissioner is responsible for ensuring that line management for the Scout Active Support Unit is in place. The relevant Commissioner may fulfil this role, or nominate another person to undertake this – depending on the local management structures in place. In partnership with the line manager, the Scout Active Support Manager should write a service agreement. A service agreement is a document that contains details about how the Scout Active Support Unit will support Scouting.

Step 6

Liaise and agree with the relevant Executive Committee about whether the Unit will hold their own Bank/Cash account. The relevant Treasurer (Group, District or County) must be a signatory on the Unit account along with the Unit Manager or nominee. These finances will belong to and form part of the Group, District or County accounts.

Step 7

If required, the Scout Active Support Manager may appoint one or more Scout Active Support Coordinator(s). This role is an optional appointment to assist with the management and running on the Unit.

The Coordinator role is an optional appointment to assist the Scout Active Support Manager if required. A Coordinator may be appointed to fulfil a specific function, for example ensuring membership details are kept up to date, or could be a more general provider of support to the Scout Active Support Manager.

Further information:

Scout Active Support Manager

The Scout Active Support Manager is responsible for the management, leadership and day to day running of a particular Scout Active Support Unit. The Scout Active Support Manager works with the Group Scout Leader or responsible Commissioner to write a service agreement which details the purpose of the Scout Active Support Unit. This should be reviewed annually to ensure that the Scout Active Support Unit is accomplishing the targets set.

The Scout Active Support Manager is part of the Group Leaders' Meeting or the District/County Team (as appropriate) so that the work of the Scout Active Support Unit is directly linked into the local Scouting structure.

Further information on each of these steps please see Supporting the Movement Together. Scout Active Support Essentials: A Guide to Delivering Flexible Active Support to Scouting available at www.scouts.org.uk/activesupport and through the Scout Information Centre.

Please see Policy, Organisation and Rules January 2010 Chapter 3 (Groups), Chapter 4 (District) and Chapter 5 (County) of Policy, Organisation and Rules at www.scouts.org.uk/por