

Six steps to success

This is an example of how the six step approach can be used successfully. It should give you an overview of how the six steps work, and provides one way that you could organise your recruitment locally. Although it is based on a real life example, all references to actual place names have been removed.

Background

A District Commissioner (DC) approached a Field Development Officer (FDO), and asked for their help with the recruitment of an Assistant Scout Leader in a particular Group. As the DC had asked one of the District Team to be responsible for recruitment in the District, this was the person who worked with the FDO to put the six step approach into action.

The GSL, the Scout Leader and the two Troop Assistants got together for an hour to write a simple role description and person specification. They made up a list of bullet points including the tasks that would need to be done, and the skills and qualities they were looking for. They also discussed a number of different methods that they could use for recruitment, decided to use the six steps to recruitment and hold a name generation evening as part of it.

How the team set about recruitment

The Scout Leader with her Assistants knew that they were very good at organising and running activities, but they all admitted they found record keeping and accounts difficult. It was clear that they needed to recruit somebody to their team who could do these tasks, and wrote a person specification that included: 'being organised', and able to keep accounts and records up to date' as essential items.

The next stage was to agree who should be invited to the name generation evening, and who would organise the evening. The group went away to think of people, and e-mailed each other with a long list of names. The Group Scout Leader then organised the evening to be run a month later.

The name generation evening was a great success. Out of the twenty invitations the GSL had sent out, ten agreed to come and all arrived at the Scout Headquarters. The meeting lasted an hour, the Scout Leader acted as a facilitator, and the group came up with a list of at least 24 names. They chose the top four people who had the majority of the skills and qualities needed for the role. The GSL agreed to go and ask the nominated people. His background in PR made him the ideal person to sell Scouting and the Group to those they wanted to get involved.

What happened?

The result was that the first three people all said yes, and agreed to take on different parts of the role description that had been written. The GSL helped them through their first couple of meetings, introducing them to all Section Leaders at a social evening he had organised to help them settle in. He used the skills and experience of Leaders from other Sections and the Group Treasurer to show help them through the different tasks of their role. He organised to meet with them informally on a regular basis, to see how things were going and help them through any difficulties.

Three years later, two out of three are still going strong.