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Summary

There is already a great deal of good practice currently taking place within Appointments sub-Committees. The information contained in this book is intended to provide guidelines and to introduce a number of important developments in the process of appointing adults.

An Appointments sub-Committee is a group of individuals tasked with finding out as much information as they can about adults and their opinions and motivations for wanting to help in Scouting. Paramount in this is to ensure the safety of young people and the protection of Scouting's funds. However, in doing so, it is important not to exclude those who are suitable and who genuinely want to offer their free time to the benefit of Scouting.

The Appointments sub-Committee forms part of a six-step Appointment procedure for an adult new to Scouting:

- the Personal Enquiry
- taking up two local references (Form RF)
- application on Form AA
- the discussion with the appropriate Commissioner, where a mutual agreement is approved
- the meeting with, or consideration by, the Appointments sub-Committee
- the issuing of Provisional Appointments.

The Appointments sub-Committee, in arriving at its decision, should consider an adult's personal and functional qualities as well as the individual's values and faith. The personal qualities include an individual's attitude, enthusiasm, initiative and reliability. Functional qualities include practical skills, teamwork, leadership qualities and communication skills.

This may seem like an awful lot of ground to cover considering each interview is likely to only last about 20 minutes. However, as the Promise says, you should 'do your best'.

Finally, we would like to take this opportunity to say thank you for agreeing to do this important job in Scouting.