



District Lead Volunteer for Bolton Moorland

Information Pack

Scouts 



Welcome

Thank you for your interest in becoming the next Lead Volunteer for Bolton Moorland District.

District Lead Volunteers provide leadership to Group Lead Volunteers and Team Leaders, who support the running of Scouts locally. At every level, volunteers need encouragement and guidance to stay motivated, inspired, and focused on delivering an outstanding experience in Scouts. A great leader acknowledges hard work, fosters a positive environment, and ensures volunteers feel supported week after week.

This information pack will help you understand the role, what it involves, and how to apply.

“Scouts supports nearly half a million people each week. It’s a place to be yourself and be part of something.”

Place to belong, Our strategy to 2035

About the role:

The District Lead Volunteer heads up the District Leadership Team and:

- Provides inspiring leadership and support for the District
- Takes ownership of overseeing the District
- Ensures that Scouts is seen positively in the community and is accessible to every young person
- Works collaboratively with volunteer and staff teams
- Is an ex-officio member of the Trustee Board, connecting governance and operations in the District

Recruited by: County Lead Volunteer

Responsible to: County Lead Volunteer

Responsible for: District Leadership Team including District Team Leaders, Youth Leads, Group Lead Volunteers and other Leadership Team Members



Key tasks

Supporting the District Leadership Team to:

- Ensure Scouts is inclusive and accessible for all young people in the area
- Create inclusive environments and improve representation within the District's volunteer teams
- Recruit Group Lead Volunteers, Team Leaders and Chairs.
- Understand Our Volunteering Culture and help volunteers reflect, commit to and apply it
- Fulfil their safety and safeguarding responsibilities
- Create a development plan which will ensure the District teams have the resources, skills, and enthusiasm to deliver the Scouts strategy

Take ownership of:

- Assigning accreditations to share tasks among teams
- Providing proactive line management, including coaching, mentoring, and guidance to Group Lead Volunteers and other directly reporting adult volunteers. This includes setting objectives, holding regular one-to-one meetings, and conducting reviews.
- Creating a collaborative District where volunteers work together effectively
- Working with the County Lead Volunteer and other District Lead Volunteers in the County to focus on delivering our Place to belong strategy
- Ensuring that an excellent safeguarding and safety culture exists across the District including addressing issues if they arise, with help from County, Regional and National teams





Person Specification

Knowledge and experience:

- **Essential:** Ability to lead, manage, and motivate people in a voluntary environment
- **Desirable:** Understanding of the challenges faced in the voluntary sector
- **Desirable:** Experience of working with young people and/or community engagement with adult groups
- **Desirable:** Experience of volunteering in the Scout or Guide Movements as an adult

Skills and abilities

- **Essential:** Communicate effectively, both orally and in writing, including the ability to speak and present publicly in a clear, articulate, and motivating way
- **Essential:** Organise teams effectively to work towards a common goal
- **Essential:** Motivate adults to work towards a common goal
- **Essential:** Build, maintain, and facilitate effective working relationships with a wide range of people
- **Essential:** Manage conflicts and have difficult conversations
- **Essential:** Plan, manage, and monitor own tasks and time effectively
- **Essential:** Use technology effectively, which may include mobile phone, email and Microsoft Word, Excel, and PowerPoint
- **Desirable:** Provide advice and guidance effectively to others
- **Desirable:** Contribute to creating a development plan that identifies practical actions to achieve strategic objectives that support more opportunities for young people
- **Desirable:** Effectively chair meetings
- **Desirable:** Enable others to identify issues, clarify objectives, develop achievable goals, and gain the skills and confidence to work as an effective team





Person Specification

Personal qualities

- **Essential:** Acceptance of our Scout values and policy, organisation and rules
- **Essential:** An understanding of what motivates Scout volunteers
- **Essential:** Flexible approach to volunteering
- **Essential:** Self-motivated
- **Essential:** Able to work as part of a team and promote good teamwork
- **Essential:** Resourceful, energetic, and enthusiastic about the role

It doesn't have to be just you...

A District can have multiple District Lead Volunteers to help share the load, so don't think you have to go it alone!

Maybe you don't think you have enough time to take it on by yourself, or maybe you work better alongside others - whether you know of others who could join you or not, if working as a team is your preferred choice talk to your County Lead Volunteer about it.



How to apply

Before making an application, please make sure you've carefully read this role pack.

Complete the online application form:

<https://forms.cloud.microsoft/e/3D6hXGeErq>

Applications will close at 23:59 on 20th September 2026

Get in touch

If you'd like to discuss the role in more detail, please contact

Liz Farr, County Lead Volunteer 07879 897353

Nominations

Know someone who might be a great fit?

Use the nomination form if you know someone that might have the skills, qualities and experience we're looking for.

Applications will close at 23:59 on 20th September 2026

We'll get in touch with all nominated candidates to encourage them to apply.

Complete the online nomination form:

<https://forms.cloud.microsoft/e/3D6hXGeErq>

Next steps

Once you've submitted your application, we'll review it carefully. If you're shortlisted, we'll invite you to an interview.

After that, the panel will make a decision and let you know the outcome. If you're selected, we'll support you through your onboarding and induction period, and during your time in post.

And if you're not selected this time, we'll point you towards other ways to get involved and make an impact.



Help us give more
young people a
place to belong.

Scouts 

