

Role description for a ... District Commissioner



Item Code FS330076 Date Jan 06 Edition no 2

0845 300 1818

Title: District Commissioner (DC)

Outline: Responsible for leading the Scout District: ensuring that the District provides good quality Scouting for young people, developing Scouting in the District, promoting and maintaining the policies of the Association within the District and proactively managing adults in the District.

Responsible for: Group Scout Leaders, District Explorer Scout Commissioner, Deputy District Commissioner, Assistant District Commissioners, District Scouters, District Advisers, Nights Away Advisers, District Media Development Manager. The District Commissioner is indirectly responsible for all adults in the Scout District.

Responsible to: County Commissioner (CC)

Main Contacts: Deputy District Commissioners, Assistant District Commissioners, District Explorer Scout Commissioner, members of the District Executive Committee and its sub-committees, Group Scout Leaders, County Commissioner, Assistant County Commissioners, County Scout Network Commissioner, County Training Manager, Local Training Manager, Field Development Officers, members of the local community, schools and other youth organisations.

Appointment Requirements: To understand and accept The Scout Association's policies. The completion of a wood badge relevant to the District Commissioner appointment. Eligible for charity trustee status.

The following are the main tasks of the role of the District Commissioner. Use the third column to document specific tasks identified when agreeing the role.

Priority Tasks	May be delegated	Tasks Agreed with the County Commissioner
These are the most important tasks for the District Commissioner		
<ul style="list-style-type: none"> To ensure the District has an adequate number of "fit and proper" adults working effectively together and with others to meet the Scouting needs of the District. 	Yes	
<ul style="list-style-type: none"> To ensure that all Group Scout Leaders, Deputy District Commissioners, Assistant District Commissioners, District Explorer Scout Commissioner and District Leaders are adequately supported including induction, review and development. 	Yes	

The Scout Information Centre

Gilwell Park Chingford London E4 7QW Tel + 44 (0)20 8433 7100 Fax + 44 (0)20 8433 7103 email info.centre@scout.org.uk www.scoutbase.org.uk

<ul style="list-style-type: none"> To act as a charity trustee of the Scout District. 		
<ul style="list-style-type: none"> To resolve problems that occur within the Scout District including: <ul style="list-style-type: none"> Disputes within the District Child protection issues Youth dismissal appeals 		
<ul style="list-style-type: none"> To produce and implement a District Development Plan providing a vision and strategy that ensures the Scouting needs within the District continue to be met. 		
Additional Tasks These tasks should be done as time permits		
<ul style="list-style-type: none"> To ensure that the appointments process is operated correctly and efficiently within the District. 	Yes	
<ul style="list-style-type: none"> To ensure warrants and certificates of appointment are presented to adults in the District 	Yes	
<ul style="list-style-type: none"> To ensure that adequate procedures are in place and followed so that all activities and meetings in the District are safe and follow the rules of the Association. 	Yes	
<ul style="list-style-type: none"> Annually nominate members of the District Scout Council to serve on the District Executive Committee, in particular, an effective District Chairman. 		
<ul style="list-style-type: none"> To attend District Executive and County DC meetings. 		
<ul style="list-style-type: none"> To recommend and present awards for adult members of the District 	Yes	
<ul style="list-style-type: none"> To ensure that the District is represented at Group AGMs. 	Yes	
<ul style="list-style-type: none"> To ensure the District is promoted and publicised within the local community including establishing links with other youth organisations. 	Yes	

<ul style="list-style-type: none"> • To develop and maintain a succession plan for District and GSL appointments. 		
<ul style="list-style-type: none"> • To attend formal District events e.g. the St Georges Day parade / service. 		
<ul style="list-style-type: none"> • Meet with Group Scout Leaders in the District to: <ul style="list-style-type: none"> ○ Discuss and agree matters of policy within the District; ○ Devise the District development plan; ○ Promote contact between Groups; ○ Identify training and other requirements of the Groups; ○ Keep the District Executive Committee advised of the financial and other resource requirements; ○ Discuss common issues 		
<ul style="list-style-type: none"> • Meet with Assistant District Commissioners and District Explorer Scout Commissioner in the District to: <ul style="list-style-type: none"> ○ Plan and co-ordinate the support provided to Groups especially in respect of the District development plan; ○ Devise individual plans and objectives; ○ Keep the District Executive Committee advised of the financial and other resource requirements; ○ Discuss common issues. 		
<ul style="list-style-type: none"> • Encourage the effective working of the District Explorer Scout meeting and the District Patrol Leaders' Forum. 	Yes	
<ul style="list-style-type: none"> • Encourage the training of Members of the Movement as appropriate throughout the District. 	Yes	
<ul style="list-style-type: none"> • To ensure effective communication with the local Scout Fellowships and other members of the community whose support could assist the District. 	Yes	