



# Volunteer role information risk committee member

## About Girlguiding

With guiding, girls have fun, adventure and the space to discover their potential.

Girls can do anything. We help them know that, whether they're 4 or 18 or in between. All girls have a home at Girlguiding - whoever they are, and wherever they are.

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

## About Girlguiding London & South East England

Girlguiding breaks down into gradually smaller groups that deliver good guiding for their area. At the highest level, the UK is split into ten countries and regions. Girlguiding London and South East England is one of the regions of Girlguiding and we are here to deliver and support the business of Girlguiding in the region. The region consists of 19 counties from Sussex, Surrey, Kent, and London, with over 50,000 members. We provide training and support for adult volunteers to enable them to deliver good guiding experiences and share good practice across the region.

This is an exciting time to join Girlguiding LaSER as we are working on our strategy for 2022-2027, reflecting the Girlguiding strategy of 'Today, Tomorrow, Together' to meet the needs of our members in today's society.

## About the role:

We are looking for new members for our risk committee. We are a small group that meets virtually four times a year to review the region risks, in liaison with risk owners and on behalf of the region's trustees. The group also reviews risk assessments for county and region events. The role holder will need to be comfortable in managing risk and have experience in drafting and/or reviewing risk assessments for larger events, or experience in managing property.

**Reporting to: Region Chair of Risk**

**Appointed by: Region Chief Commissioner**

## Some of what you'll do:

- Support the region team to manage risk on behalf of the trustees
- Support the region trustees in providing initial advice in terms of risk for Girlguiding London & South East England events
- Help with the checking of risk assessments for region events and international visits
- Provide support in advising, maintaining and reviewing the Region Risk Registers
- Attend risk group meetings approx. four times a year (virtually or face to face) and provide advice and support to region groups at other times if required
- Have an interest in/knowledge of risk management
- If possible, have a specialist knowledge in risk and current Girlguiding practices e.g. health and safety, international visits, events, property & finance

## Skills you'll gain or develop:

- Interpersonal and relationship building skills
- Team management
- Project management
- Using data to evidence & evaluate decisions

## What skills, knowledge and experience do you need?

Being a volunteer involves lots of different skills, but some of the most essential for this role are:

- Excellent communication skills
- Ability to organise own time/workload and achieve deadlines
- Able to work with Girlguiding London & South East England staff and volunteers
- Knowledge of a particular strand of risk management e.g. large events, international, finance, health and safety
- IT skills, we frequently use Microsoft Teams, Office and Zoom
- Be creative and enthusiastic; open to new ideas and willing to find better ways of working
- Have a positive response to change with the ability to support others through change
- Able to build and strengthen relationships with a diverse range of people

Ideally experience with one or more of the following:

- Risk register knowledge
- Knowledge of internal control framework
- Risk management
- SORP (Statement of Recommended Practice) knowledge

For all our roles we expect volunteers to:

- Be willing to get an enhanced disclosure check and complete relevant safeguarding training, all provided by Girlguiding
- To want to provide the best experiences for our young members and adhere to our Volunteer Code of Conduct

## Recruitment information:

We're keen to hear from people of all backgrounds, abilities, races, sexual orientations, socio-economic backgrounds, and of all faiths and none. We welcome applicants who are new to Girlguiding or current volunteers, and of all ages 18+.

We're flexible, and volunteering can be arranged to fit around a busy lifestyle. Girlguiding is committed to making reasonable adjustments to support all volunteers. Please note this is a volunteer role and does not form part of any contract of employment. There is no remuneration for this post, but all reasonable expenses will be reimbursed.

This appointment is for an initial 3-year term, with potential extension if appropriate.

## How to apply:

Please email [recruitment@girlguidinglaser.org.uk](mailto:recruitment@girlguidinglaser.org.uk) with a short statement on why you're interested and what you could bring to the role.

If you have any questions about the role please direct them to Jooles Parkin, Deputy Chief Commissioner at [joolesp@girlguidinglaser.org.uk](mailto:joolesp@girlguidinglaser.org.uk)

**Closing date: Midnight on Sunday 28 April 2024**