**Volunteer role information**   
**Walking Adviser**

**About Girlguiding**

**Girlguiding is the leading charity for girls and young women in the UK, with over a half a million members, including over 100,000 trained volunteer adult leaders and supporters.**

**We are active in every part of the UK, giving girls and young women a space where they can be themselves, have fun, build brilliant friendships, gain valuable life skills and make a positive difference to their lives and their communities. We build girls’ confidence and raise their aspirations. We give them the chance to discover their full potential and encourage them to be a powerful force for good.**

**Young members are grouped by age into five sections; Rainbows, Brownies, Guides, Rangers and for young women aged 18-30 we have Inspire.**

**Girlguiding is independently operated through three countries; Scotland, Wales and Northern Ireland and six English regions; North West England, North East England, Midlands, Anglia, South West England and London & South East England, each having their own headquarters employing core staff.**

**About Girlguiding London & South East**

The role of Girlguiding London and South East (LaSER) is to deliver and support  
the business of Girlguiding in the Region.

We offer girls and young women quality girl-led guiding opportunities in and around the South East of England, presenting challenge and adventure, which develop their potential and enable them to make a positive contribution to their community and beyond. We also provide training and support for adult volunteers in the region to build their confidence in delivering our aims.

The LaSER headquarters is based in Wandsworth Common.

**About the role:**

To supporting adult volunteers, encouraging and motivating them to have safe walking adventures with our young people.

**Some of what you’ll do:**

* Support Girlguiding LaSER Walking Trainers & Assessors
* Act as a focal point for those holding walking qualifications by ensuring they are kept up to date with their specialism by:  
  + Responding to queries
  + Providing advice & support
  + Ensuring safe practices are adhered to for walking event
  + Supporting them in the provision of Training & Assessment
  + Ensuring that any rule changes are cascaded promptly to them`
  + Ensure that qualification renewals are reviewed thoroughly, and are turned around within 56 days in accordance with the attached table
* To be a point of contact for County Commissioners, Advisers and Leaders who may need guidance on safety, training & qualification requirements
* Act as a focal point for County Walking Advisers by ensuring they are kept up to date with their specialism by:  
  + Providing advice & support
  + Responding to queries
  + Ensuring safe practices are adhered to for walking events
  + Supporting them in the provision of Level 1 Training & Assessment opportunities for Leaders in and around their counties.
  + Leading meetings for County Walking Advisors as required.
* Providing training, assessment, renewal of walking scheme qualifications and advising on routes:  
  + In conjunction with the Region Training Co-ordinator and Region Outdoor Activities Advisor, facilitate the provision of 16 hour First Aid training (preferably Outdoors).
  + Organise and advertise across the Region at least one Walking Scheme Level 2 Training and Assessment weekend per year.
  + Organise and advertise one or more Level 2 social walking opportunities for those Leaders in the Region that wish to increase their logbook experience in that terrain.
* Work closely with Girlguiding LaSER Duke of Edinburgh Award Adviser to help provide advice so that they can ensure Expedition Supervisors hold appropriate walking qualifications.
* Represent Girlguiding LaSER at the annual National walking advisor’s meeting and provide a route of escalation from the Region to both the National Walking Specialist and the National Technical Advisor.
* Keep up to date with, and contribute to the development of, the Girlguiding Walking Scheme with the other Region Advisors as well as the scheme Moderators.
* Attend region Learning & Development meetings and other meetings and events as appropriate, providing regular reports to the L&D Lead Volunteer for each meeting.
* Promoting Girlguiding LaSER and Girlguiding generally.
* Portraying a positive image of Girlguiding LaSER and Girlguiding.
* Plan, budget & control expenses in accordance with the Region’s agreed format
* Understand how walking fits into the Region strategy as a whole & develop and propose any new initiatives to Lead Volunteer for L&D

**Quick Requirement Check**

**1.** Disclosure check: **yes   
2.** A Safe Space Level: **3  
3.** Attends meetings: **yes**

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

|  |  |
| --- | --- |
| Hold (or be working towards) the Level 2 Walking qualification (or higher) | Essential |
| Good organisational skills | Essential |
| Good oral and written skills | Essential |
| Ability to work as part of a team | Essential |
| Good time management skills | Essential |
| Ability to use and access the internet and email. | Essential |
| Attention to detail | Essential |
| Ability to make sound risk-based decisions. | Desirable |
| Have obtained or working towards Desirable GO record becoming a Walking Scheme Trainer and/or Assessor | Desirable |
| Have a good overall knowledge of Girlguiding Walking Scheme | Essential |
| Be creative and enthusiastic; open to new ideas and willing to find better ways of working | Desirable |
| Be committed to on-going personal development in the field of outdoor walking | Essential |
| Positive response to change and ability to support others through change | Desirable |
| Ability to motivate and inspire adult volunteers | Essential |

**Recruitment information:**

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 for 2 years maximum (following discussion).

We’re keen to hear from volunteers of all backgrounds, abilities, races, sexual orientations, socio-economic backgrounds, and of all faiths and none. We welcome volunteers 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.

**This role reports to: Region Lead Volunteer for Learning & Development**

**How to apply:**

**Closing date: 8 July 2022 at 9am**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 Kate Fawell-Comley, Assistant Chief Commissioner for Volunteer Experience: [**katefc@girlguidinglaser.org.uk**](mailto:katefc@girlguidinglaser.org.uk)

**Responsibilities of Walking Advisers relating to the Girlguiding Walking Scheme:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **County** | **Region** | **Association** |
| Inform and communicate information about the scheme | ✓ | ✓ | ✓ |
| Monitor and evaluate | Level 1 | Level 2 | All Awards |
| Care for the candidate | ✓ | ✓ | ✓ |
| Ensure adequate provision of training & assessment | Level 1 | Levels 1 & 2 | All Awards |
| Ensure Trainers & Assessors are qualified and experienced | Level 1 | Levels 1 & 2 | All Awards |
| Ensure courses are notified to Association and approved |  | Level 2 | Level 3, NGB awards |
| Act as a Verifier | Level 1 |  | Level 2 |
| Ensure records of qualifications are up to date on GO | Level 1 | Level 2 | Levels 2, 3, NGB awards |
| Inform Advisers of names & dates of those qualifying and renewing |  | Inform County  L2 qualifications & renewals  Inform Association renewals | Inform Region  L2 qualifications and L3 qualifications & renewals |
| Ensure that renewal is undertaken | Level 1 | Level 2 | Level 3, NGB awards |
| Check that walks follow guidelines | ✓ | ✓ | ✓ |

**Notes:** NGB = National Governing Body (awards) e.g. Lowland Leader, Hill and Moorland Leader, Mountain Leader from the Mountain Training Association.