

Volunteer role information

Lead Volunteer for Adventure

About the role:

We are looking for a lead volunteer for adventure to join Girlguiding London and South East England at an exciting time for the region. Our new leadership team has recently started in post and introduced a new regional management structure. In this role, you will join the Operational Delivery Group and help shape the operational decisions needed to deliver the region strategy. You'll also be joining the team at a time when you will help shape the new strategy. You will manage and support a team of lead volunteers across outdoors, residential, walking, events and international activities, working with them to develop and deliver their plans in line with Girlguiding policy and the wider region strategy.

Reporting to: region chief commissioner (Dawn Archer)

Some of what you'll do:

- Manage the team of lead volunteers within the adventure team.
- Chair regular meetings with your team (approximately 4 a year).
- Support the team in planning events and activities, ensuring these follow approval processes and guidelines around budgeting and risk management.
- Ensure records are kept of decisions made within your team meetings.
- Support and develop team members within their roles.
- Recruit new members to the team as previous members roles finish.
- Manage the budget for your team, including compiling requests for business planning once a year, approving spend and regularly reviewing the budget.
- Attend the Operational Delivery Group of region chief commissioners, lead volunteers (adventure and volunteer experience) and staff managers, chaired by Hannah Roberts (deputy chief commissioner) to represent your team and to feed into the wider operational decisions of the region.

What skills, knowledge and experience do you need?

- Excellent communication skills.

- Ability to organise your own time/workload and achieve deadlines.
- Able to encourage and develop other people within their roles.
- Experience of one of the specialisms in the team would be desirable e.g. outdoors, residential, walking, international, running large-scale events.
- Ability to develop and manage a budget.
- Ability to chair meetings.
- Experience of providing a strategic approach to running a team.
- 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.
- Able to build and strengthen relationships with a diverse range of people, including staff and volunteers. Plus, effectively manage challenges and disagreements within teams.

In this role, success will mean having a well-supported adventure team with clear plans, confident lead volunteers and activities that are delivered safely, inclusively and in line with Girlguiding policy and the region strategy.

Time commitment:

This role includes monthly Operational Delivery Group meetings, around four adventure team meetings each year, region team weekend and meetings with individuals in your team, and planning/admin time. You might also have opportunities to attend meetings with Girlguiding HQ lead volunteers and staff members.

Support available:

You will be supported by the region chief commissioner, the Operational Delivery Group and relevant staff and volunteer colleagues.

For all our roles we expect volunteers to:

- Be willing to get an enhanced disclosure check and complete relevant safeguarding training.
- To want to provide the best experiences for our young members and adhere to our volunteer code of conduct

Recruitment information:

We welcome applicants over the age of 18 who are members of Girlguiding. This

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

How to apply:

Please complete this [form](#) if you would like to apply for the role. We will also ask for two references and we may also contact your county commissioner if you are selected for interview.

If you have any questions about the role please direct them to Dawn Archer and Hannah Roberts, chief and deputy chief commissioner at info@girlguidinglaser.org.uk

Closing date: 26 October 2026, with interviews planned week commencing 2 November