

Pole Profile: Lead Volunteer for Clyde Scouts Auchengillan 100 Project

Position Title: Lead Volunteer (Role sits within Clyde Region Programme Team)

Project Duration: January 2025 - January 2027 (Role can be job-shared)

Location: Remote with frequent meetings as the role requires and time required at Auchengillan Outdoor Centre, Glasgow, UK

Reports To: Project Steering Committee

Role Purpose:

To oversee the planning, coordination, and execution of the Auchengillan 100 centenary celebrations, ensuring successful engagement, fundraising, and legacy-building activities.

Key Responsibilities:

1. Project Management:

- Support the development and management a detailed project plan, including timelines, milestones, and deliverables.
- Coordinate with various stakeholders, including youth leaders, alumni, external partners and staff support team.
- Monitor project progress and adjust plans as necessary to ensure timely completion.

2. Fundraising and Financial Oversight:

- Have oversight of fundraising initiatives, including grant applications, corporate sponsorships, and individual giving campaigns.
- Have oversight of the project budget, ensuring funds are allocated appropriately and spent efficiently.
- Support the implementation of fundraising initiatives and strategies.

3. Event Coordination:

- Oversee key events, such as the Centenary Year Launch Event, Section Celebrations, and Gala Dinner.
- Ensure all events are well-planned, inclusive, and align with the project's objectives.
- Ensure project team has good engagement with event suppliers, volunteers, staff and participants to ensure smooth execution

4. Marketing and PR:

- Ensure the development and implementation of a comprehensive marketing and PR strategy to raise the profile of Auchengillan.
- Ensure the create and manage content for social media, newsletters, and other communication channels.

5. Youth and Leader Programme Engagement:

- Support the design and implementations of program content to increase engagement among youth and leaders in the Auchengillan 100 project.
- Support the development of activities such as the countdown campaign, 100 birthday parties for sections and time capsule projects.
- Encourage participation in the challenge badge and other engagement initiatives.

6. Alumni and Legacy Building:

- Support the development of a Clyde Region alumni network, organising events and communication to keep alumni engaged.
- Support the planning and delivery of the birthday events for alumni.
- Support the launch and management the Friends of Auchengillan initiative.

7. Reporting and Evaluation:

- Provide regular updates to the Project Steering Committee on progress, challenges, and successes.
- Conduct post-event evaluations and gather feedback to improve future activities.
- Document the project's impact and outcomes for future reference and reporting.

Skills and Qualifications:

- **Leadership and Management:**

- Proven experience in project management, preferably in a volunteer or non-profit setting.
- Strong leadership skills with the ability to motivate and manage a diverse team of volunteers.

Fundraising and Financial Acumen:

- Knowledge of fundraising, including grant writing and donor relations.
- Strong financial management skills with experience in budgeting and financial reporting.
- **Event Planning:**
 - Experience in planning large-scale events.
 - Excellent organisational skills and attention to detail.
- **Communication and Marketing:**
 - Strong written and verbal communication skills.
 - Experience in marketing, public relations, and social media management.
- **Engagement and Community Building:**
 - Ability to engage and inspire youth, leaders, and alumni.
 - Experience in community outreach and building lasting relationships.
- **Personal Attributes:**
 - Passionate about Scouting and the mission of Auchengillan.
 - Creative, adaptable, and able to work under pressure.
 - Strong problem-solving skills and a proactive approach.

Application Process:

We understand that no volunteer will have every skill listed, but having experience in a few key areas would be highly beneficial. We value a willingness to learn and grow within the role. Interested volunteers should register by completing the following link <https://forms.office.com/e/eYJN32Fvj> by Wednesday 8th January 2025.

This role is a unique opportunity to make a significant impact on the future of Auchengillan and its community. We look forward to welcoming a dedicated and enthusiastic volunteer to lead this exciting project!