



NORTHAMPTON SCOUTS

NORTHAMPTON GANG SHOW SCOUT ACTIVE SUPPORT UNIT

SCOUT ACTIVE SUPPORT MANAGER

Role Description

We deliver skills for life

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SCOUT ACTIVE SUPPORT MANAGER NORTHAMPTON GANG SHOW

ROLE DESCRIPTION

OVERVIEW OF THE ROLE.

The SASU Manager is responsible for the management, leadership and day to day running of the Scout Active Support Unit who will deliver The Northampton Gang Show.

As SASU Manager you will have responsibility for ensuring the Gang Show provides opportunities for young people to develop, for managing adults connected with the Show and for maintaining the policies and high standards of the Scout Association in putting on a show.

ROLE TITLE:	Scout Active Support Manager – Northampton Gang Show – Scout Active Support Unit
OUTLINE:	As a Scout Active Support Manager, you should manage the Unit to ensure it fulfils its purpose and Service Agreement.
RESPONSIBLE FOR:	This units Scout Active Support Coordinator and Scout Active Support Members
RESPONSIBLE TO:	<ul style="list-style-type: none">• Young People within Northampton District.• Deputy District Commissioner (Development)
MAIN CONTACTS:	<ul style="list-style-type: none">• Members of Northampton District including Young People• Scout Active Support Coordinators• Scout Active Support Members,• Other Scout Active Support Managers• Relevant Training Manager,• District Team
APPOINTMENT REQUIREMENTS:	<ul style="list-style-type: none">• To understand and accept the Scout Association’s policies,• Have a satisfactory personal enquiry.• Agree to complete the relevant Wood Badge (including the Manager specific modules) as detailed in the Adults Personal File and the Adult Training Scheme within 3 years of appointment.

MAIN TASKS

Organisation of the Northampton Gang Show:

- Appointment of members of the Scout Active Support Unit (subject to the appointment process) including but not limited to:
 - Chair
 - Work with the Chair to setup and maintain an effective working Executive Committee that will include a Treasurer, Secretary, SASU Manager, SASU Co-Ordinator(s), Youth Representative (18-25) and at least two members of the Scout Active Support Unit.
- Ensure a minimum of three Executive Committee meetings per financial year takes place to review and ensure that Scout Active Support Unit is meeting the needs of the District it supports in terms of the skills and support they collectively provide.
- Ensure all adults involved in the show are members of The Scout Active Support Unit and are recorded correctly on Compass and have completed a DBS check and validate Module 1 (Essential Information) and GDPR Module of the Adult Training.
- Maintain effective communication and positive relationships between all members of the Scout Active Support Members as well as with the District Team.
- Hold at least one Scout Active Support Unit meeting per financial year where all members are invited to attend. This meeting should review the past year and identify plans for the following year.
- Resolve any disputes between members of the Scout Active Support Unit.
- Conduct a minimum of one review per year of the show and previous year, the details of which should be documented and available to all members of the SASU and the District Executive.
- Annually review the Service Agreement in partnership with DDC and disseminate to Scout Active Support Members.
- Annually review the Service Agreement against what has been achieved. This should be done with Unit members and eventually DDC.
- To raise the awareness and promote the all Scout Active Support Units to all Members within the District.
- Contribute as part of the District Team both in terms of the management and development of Scouting within Northampton
- Reporting on the SASU as required by the District

Management of the Northampton Gang Show:

- Ensuring the Structure of the Gang Show is in place as is known by all members of the SASU.
- Ensure all scheduling and all documentation connected with the show is up to date and known by all members of the SASU.
- Ensure that the show has a strong youth focus both on and off the stage, with the development of Young People in multiple disciplines where possible
- The development of young people, ensuring that young people participate as part of the balanced programme within scouting, and that the time and commitment for the show is not such that this is impossible for them.
- The content of the show, ensuring that the content and material is suitable for young people involved and also the audience that will be attending and that relevant content is approved by the District Commissioner
- All legal and contractual aspects of the show.
- Ensure that all legal aspects of public performances are adhered to. (Fact sheet FS120162 "Scout Shows").
- The show standards as laid down by the Scout Association.
- A short, medium and long term Gang Show development plan.

Financial Management of the Northampton Gang Show:

- Ensure that a budget is approved by the District Executive by the start of the financial year and all financial commitments are made.
- Ensure that the show is financially self-sufficient
- Ensure a quarterly and yearly financial report is submitted for review of the District Executive
- Ensure all financial records are submitted to the District treasurer along with all receipts.