



Caring
Challenging Fun
Empowering
Inspiring Inclusive

Volunteer Role Description

VICE PRESIDENT

Are you passionate about the aims and values of Girlguiding, and would you like to use your excellent people skills to act as a representative for your local Girlguiding team? Volunteering as a local Vice President could be for you!

Role title:.....

Supported by:.....

Suggested time commitment:.....

Length of time in role:

Location:.....

If you are interested in this role:.....

Girlguiding is the leading charity for girls and young women in the UK. Thanks to the dedication and support of 100,000 amazing volunteers, 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.

Our incredible volunteers contribute more than ten million hours to guiding every year. Some give us a couple of hours here and there - helping out with driving for trips and holidays, fundraising and events planning, or even doing the annual accounts for local groups. Others give their time as Leaders or Assistant Leaders for units, providing girls and young women with a space where they can be themselves. Whatever your skills and interests, and no matter how much time you have to spare, one of our volunteering roles is bound to suit you.

‘As well as giving the girls amazing opportunities, I feel I’ve also personally benefited from volunteering. It’s really rewarding for me and I feel I’ve achieved something great.’

Lisa, Girlguiding volunteer

VICE PRESIDENT

Level: District/Division/County/Country/Region

Who can do this role?

Vice Presidents can be any adult over 18 years old. They should already be, or be willing to become, a member of Girlguiding.

Do I need a qualification?

You don't need a specific qualification to undertake this role.

What is the purpose of this role?

To act as an ambassador for the local area team and for Girlguiding. To act as a deputy to the local President, supporting their work.

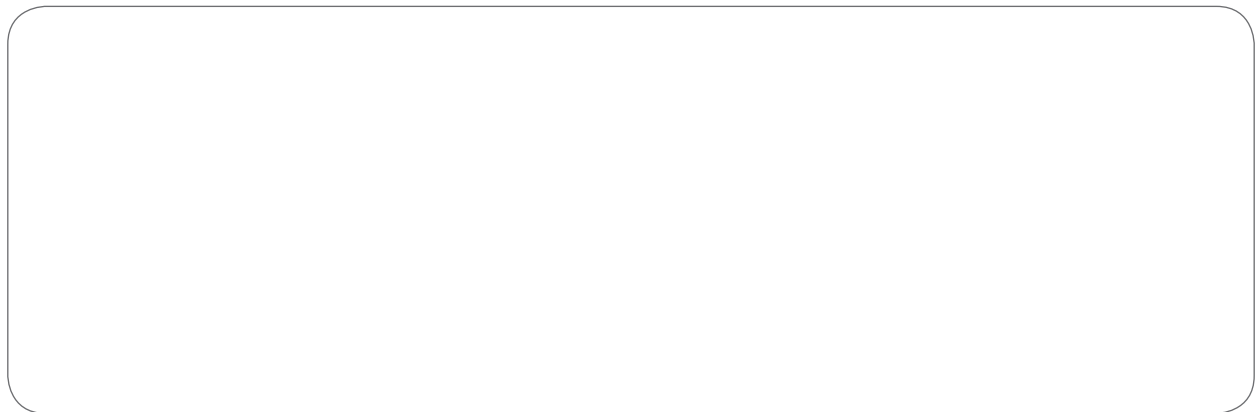
Not all Districts, Divisions, Counties or Countries/Regions will have a President and Vice President, and their roles may vary in different areas. Some areas may have more than one Vice President.

What will I do in the role?

The responsibilities below outline the role of a local Vice President, but you will be working within a wider team at the same level and responsibilities may vary.

General

- Provide support to the local President when needed.
- Act as an ambassador with the District/Division/County/Country/Region, at internal and external events.
- Attend area team meetings to keep up to date with guiding developments.
- Deputise for the President as required.
- Work with the President, keeping each other up to date with local news and events.



Being part of your local guiding area

- Be part of a local Girlguiding community, by attending local meetings and maintaining a good relationship with other volunteers.
- Develop and maintain clear communications with the local Commissioner.
- Promote local, national and international opportunities available within guiding as well as externally, and encourage young members to take part.
- Keep up to date with new resources and programme initiatives, and use them as appropriate.

Being part of Girlguiding

- Being committed to undertake relevant training.
- Learn about the structure of Girlguiding and how your responsibilities and position fit within it.
- Be willing to learn about Girlguiding's national and local strategic aims and how these are being delivered locally.

- Learn about Girlguiding’s policies and Code of Conduct.
- Be an ambassador for the values of Girlguiding.
- Have an understanding of Girlguiding’s key messages.

Promoting Girlguiding

- Promote a positive image of Girlguiding at public events and while taking part in activities outside the meeting place.

What will Girlguiding do for me?

- Provide a thorough and appropriate induction to the role and organisation.
- Help to develop skills and abilities to perform the role by providing relevant training opportunities (including e-learning where possible).
- Provide guidance via *The Guiding Manual*.
- Provide support and development from fellow volunteers, including a local Commissioner and Girlguiding Advisers.
- Host meetings and events to share information at a local level.
- Reimburse agreed expenses (agreed locally and may differ around the UK).
- Provide references.
- Provide a clear complaints procedure and support to resolve problems or disagreements.

Am I right for the role?

Supporting roles in Girlguiding provide essential help to volunteers who work directly with girls and young women. While we can offer you training and support we would expect you to possess the personal qualities outlined below.

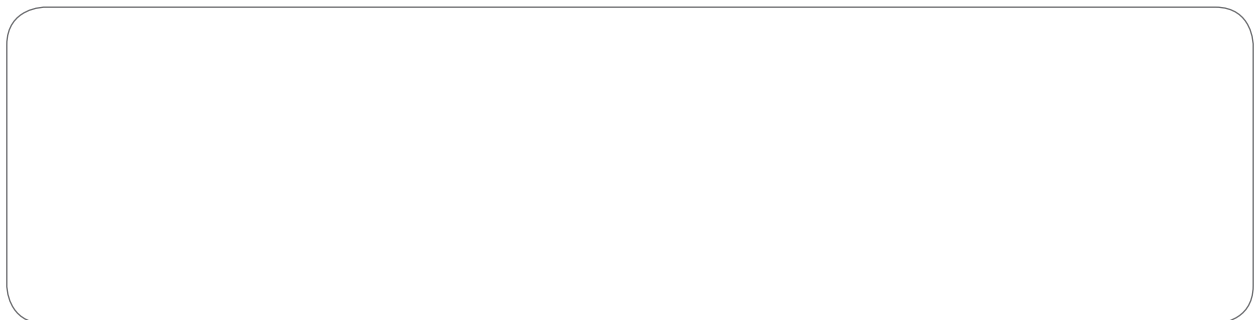
Personal qualities

- An open and approachable manner.
- Reliable and trustworthy.
- Ability to respect confidentiality.
- Creative and enthusiastic.
- A commitment to ongoing personal development.

Skills and abilities

While these skills and abilities are not essential when starting, they should be developed as part of the role.

- Excellent communication skills.
- Good people skills.
- Ability to persuade and influence.
- Confident speaker, able to communicate with different audiences.



Girlguiding welcomes volunteers of all backgrounds, ages, cultures, faiths and abilities. We are flexible, and volunteering can be arranged to fit around a busy lifestyle.

Please note this is a volunteer role; this role description does not form part of any contract of employment.