



Recognition Team Leader

Oxfordshire Scouts

'An opportunity to make a difference'

Key Tasks for Recognition Team Leader

Summary:	Manage the Recognition Team to ensure it fulfils its purpose and objectives, is managed effectively, that it is open to all and supports its members
Purpose of the Recognition Team:	We are looking for one or more people to lead the County Recognition Sub-Team. The purpose of the team is to ensure that volunteers are recognised and appreciated (formally and informally) for their brilliant work.
Term:	3 years
Responsible to:	Volunteering Development Team Leader
Responsible for:	Recognition Team members
Main contacts:	District Recognition Sub-Team Leaders & Members, District Lead Volunteers, Group Lead Volunteers & volunteers across the County
Appointment requirements:	Understand and accept The Scout Association's policies. Complete the appointment process, getting started modules within 5 months in this role and keep mandatory ongoing learning current (and any new requirements under transformation changes).
Key tasks for Recognition team leaders:	• Ensure the team fulfils its purpose – to ensure that County volunteers are recognised and appreciated (formally and informally) for their brilliant work. • Appoint, manage and support sub-team members including ◦ Ensuring that Recognition Team Members have up to date DBS checks and have completed mandatory and accreditation learning as required • Ensure that the key-team tasks are allocated across the sub-team. • Maintain effective communication between the Recognition Team and wider Volunteering Development Team • Any other tasks outlined by their line Manager
Key tasks for Recognition team:	• Organise meetings to share good practice and experiences with other Recognition Sub-Teams across the County. • Organise and contribute to the County Awards Advisory Group to co-ordinate formal recognition across the County. • Recognise and appreciate County volunteers' brilliant work through formal and informal methods