

## VOLUNTEER ROLE DESCRIPTION | Deputy Chief Leader

**This is a Senior Leadership team role.** The Senior Leadership team oversees and supports the expedition party and is based at Base Camp throughout the expedition.

A "Fire" is what British Exploring Society call a team of approx. 10-12 Young People and 2-3 Leaders, each programme consists of up to 6 Fires and the Base Camp team.

### Overview

The Deputy Chief Leader (DCL) role varies on each programme. The DCL will work closely with the Chief Leader to take a prominent role in planning and training before, during and in post programme reporting.

On larger Adventures or Expeditions, this is a Leader position in its own right whilst in others it may be an additional responsibility allocated to an existing Leader position i.e. you could be both a Fire Leader or Base Camp Manager as well as the DCL.

In all cases, the Deputy Chief Leader would assume overall responsibility for the programme should the Chief Leader need to step down for any reason. The Deputy Chief Leader may also assume responsibility for all or part of the programme either as necessity dictates, or as part of their ongoing personal development, in agreement with their Chief Leader.

Applicants to the DCL position should read the Chief Leader job description before applying and ensure they are satisfied with stepping into the Chief Leader role if needed.

### Responsibilities

#### Pre-Adventure/Expedition

- Attend all relevant training events (either online or in-person residentials) in the UK prior to the programme starting. Training requirements are specific to each programme and may include 3-4 training weekends and/or a training week, along with additional ad-hoc training and planning evenings unique to each expedition and Leader role. **All training events are mandatory.**
- As appropriate, the DCL is likely to be involved in the delivery of training to other Leaders and to Young People.
- Contribute significantly to planning, risk-benefit assessments, expedition-specific guidelines and similar as appropriate and directed by British Exploring Society and/or the Chief Leader, particularly in your area of expertise.

#### On Adventure/Expedition

- To inspire our Young People and engage fully in activities to support the educational aims and purpose of the society and programme.
- All Leaders must regard it as a priority to ensure the safety of each and every member of the programme at all times.
- Support the Chief Leader and be prepared to take significant responsibilities in the field.

- Deliver training to both Young People and Leaders as per the training syllabus and as pertinent to the programme environment, and proposed activity.
- Manage and support the leadership team throughout, taking care always to maintain safety and to deliver the aims of the programme and the wider organisation objectives.
- Undertake the roles and responsibilities of a Leader as delegated by the Chief Leader
- To lead, direct and support Leaders and Young People during the expedition, and be prepared to step into the role of Chief Leader if requested by the organisation should injury or incapacitation require.

### Post Adventure/Expedition

- To produce an overview report for the activities you have overseen.
- Contribute to the overall post programme report (PXR), and feedback as appropriate and directed by British Exploring Society and/or Chief Leader.
- Attend the programme debrief event & presentation. This is usually a single day event held in London or around within three months post expedition.

## Person Specification

\*LP = Leader Profile

AD = Assessment Day

I = Interview

Essential Skills	Assessment*
Proven experience of managing and leading projects and people.	Leader Profile & Interview
An interest in youth development and significant experience of working with disadvantaged groups or young people facing challenges. <sup>1</sup>	Leader Profile & Interview
High levels of integrity and sound judgement.	Leader Profile & Interview
A strong and flexible team player.	Leader Profile & Interview
Excellent interpersonal and communication skills.	Leader Profile & Interview
Strong leadership skills and the ability to inspire others.	Leader Profile & Interview
The ability to deal with conflict and overcome challenges.	Leader Profile & Interview
Multi-night, experience in outdoor or remote/self-supporting environment.	Leader Profile
Experience of managing safety, writing and implementing risk assessments and managing incidents.	Leader Profile & Interview
An understanding and experience of managing teams and projects at remote location.	Leader Profile
An enthusiasm for expeditions and the ability to convey this to our Young People	Leader Profile & Interview

<sup>1</sup> we work with a wide range of young people including those with special educational needs, low aspirations, emotional and behavioural difficulties or specific developmental or support needs.

Recognised 16-hour adventure/wilderness First Aid Qualification (Provided free of charge by British Exploring Society if required)	Leader Profile
---	----------------

## Personal Attributes

Core Value	How Core Values appear as a characteristic, behaviour or competency
<b>Courage</b>	Tackles new tasks, can embrace difficult decision-making and conversations, and supports other to do the same.
<b>Self-belief</b>	Is resilient, responds well to knock backs, likes opportunities to learn from mistakes.
<b>Challenge</b>	Has a can do attitude, gets hands on as needed, quickly learn from setbacks and adapt behaviour to drive success.
<b>Community</b>	Is an authentic, mature communicator who values a wide range of stakeholder equally.

## Safer Recruitment Requirements

British Exploring Society is committed to creating a safe environment where young people can thrive. To ensure this, all our volunteers complete an onboarding process that confirms they have the right experience, checks, and training in place before working with young people.

For this role, you will need to complete:

- **DBS check**, including an international check if you have lived outside the UK for longer than 3 months in the past 5 years.
- **Two recent references**, one of which must be a professional reference.
- **2-day British Exploring Society Leader Induction** (online). This includes safeguarding and emergency procedure training.
- **2-day British Exploring Society Leader Training** (in person). This is programme-specific training covering a range of expedition and group management skills led by professionals in your programme team.
- British Exploring Society **Standard Operating Procedures test**.
- **Mental Health First Aid** online training module provided free by British Exploring Society.
- **16 hour Outdoor First Aid** course expensable to British Exploring Society up to the value of £200. You are exempt from this requirement if you can evidence equivalent training.
- **Supporting You**: our medical and social support screening form.
- **Overseas Expeditions only**: passport checks and any required vaccinations.

Any additional onboarding tasks as identified by British Exploring Society staff.

## Building an inclusive community of Leaders

**British Exploring Society is committed to building an executive and volunteer team that together represent a diverse variety of backgrounds, skills, and perspectives on the world. The more inclusive we are, the better we think we'll be at delivering our charitable aims.**

Our focus is on supporting those most disadvantaged in childhood and adolescence. To deliver our charitable aims, and secure our future, our actions and behaviours must support our commitment to welcoming young people, volunteers and team members from backgrounds and life experiences which reflect our aims and the changing dynamics of contemporary life. We are making good progress providing access and programmes which work for young people from right across society, but we urgently need to diversify our staff and volunteer teams. We actively seek the energy, wisdom, and challenge of those who represent the life experiences of the young people we serve, and who can increase our effectiveness as a team.

## How to apply

We recruit volunteers on a rolling basis. Once you have expressed an interest, you will be invited to complete an application which will be reviewed and if successful, you will be invited to attend an online group half-day assessment.

1. [Express an interest](#).
2. Complete an application.
3. Attend an online group assessment day.
4. Complete an interview with a member of the office team & CEO.