

Support Team

Purpose

The Island Support Team gives tools and resources to help Scouts run smoothly.

Who's in the team

- Support Team Leaders
- Support Team Members
- Safeguarding Situation Lead, Safety Situation Lead, Resolutions Lead, Data Lead
- Team Leaders of any [sub-teams](#) of the Island Support Team – For example, Scout Centre Service Sub-Team

Allocated tasks

Support Scouts locally by engaging with the community.

- Create and look after relationships with other organisations that can help Scouts grow locally.
- Create a positive image of Scouts in the local community. For example, through local media.
- Plan and run fundraising events when they're needed.

Open new provision

- Work with Groups and other Island teams to open, close, or merge Sections (depending on local demand).

Responding to incidents

- Work closely with the Island Lead Volunteer to appoint a Safeguarding Situation Lead, a Safety Situation Lead, a Resolutions Lead, and a Data Lead.

Support effective processes

- Carry out finance administration. This could include paying expenses/invoices, and tracking income/expenditure against the budget.
- Set up and look after email, web, social media, and web meeting systems for the Island (and, if appropriate, for Groups and Units).
- If there are staff, make sure they're properly managed and well recognised.
- Look after joining enquiries across the Island.

Look after property and equipment.

- Check bookings and maintenance for any Island-owned property and equipment (including 14-24 Sections).
- Oversee meeting places for 14-24 Sections (whether they're rented, leased, or owned).