



Caring
Challenging Fun
Empowering
Inspiring Inclusive

Volunteer Role Description

LEADERSHIP QUALIFICATION (LQ) VERIFIER

Could you support and motivate fellow volunteers, using your expert knowledge and experience, to thoroughly verify a successful qualification? Volunteering as an LQ Verifier 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

LQ (LEADERSHIP QUALIFICATION) VERIFIER

Who can do this role?

LQ Verifiers are women over 18 years old, and should already be experienced Girlguiding members.

Do I need a qualification?

You don't need a specific qualification to become an LQ Verifier, but you must have current or recent experience of the Girlguiding Leadership Qualification and the mentoring process.

What is the purpose of this role?

To ensure that a consistent standard of mentoring is maintained for the Leadership Qualification in your area. An LQ Verifier checks completed qualifications to verify the work of a Mentor.

What will I do in the role?

The list below outlines the general responsibilities of an LQ Verifier, but you will be working within a wider team and responsibilities may vary.

General

- Verify completed Leadership Qualification books and evidence submitted by LQ Mentors.
- Assess the quality of the local mentoring process.
- Give constructive feedback on the Mentors' work, recommending areas of improvement if required.
- Maintain good communication with the local LQ Coordinator, raising any issues as appropriate.

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 and relevant Advisers/Coordinators.
- Maintain clear channels of communication with other members within your designated area.

Being part of Girlguiding

- Be committed to undertaking 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.

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.
- 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.
- A high degree of personal integrity.
- A commitment to ongoing personal development and the personal development of others.
- An understanding of the importance of confidentiality.

Skills and abilities

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

- Excellent communication and listening skills.
- Ability to motivate and inspire adult volunteers.
- Ability to advise, guide and encourage problem-solving.



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.