

VOLUNTEER WELCOME BOOKLET



Girlguiding
North Yorkshire
South county

We empower girls through fun, adventurous, and inspiring activities to help them realise their potential, discover the best in themselves, and to make a positive difference to their community. Friendships are formed, skills are built for life, and we make a difference.



Version – March 2023



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**“Our volunteers aren’t paid
because they are priceless!”**



Welcome to Girlguiding North Yorkshire South

A message from your county commissioners

Welcome to our Volunteer Booklet!

North Yorkshire South (NYS) is a compact Girlguiding community based around the city of York and the towns of Selby and Tadcaster, along with numerous villages and rural communities.

We are privileged to lead 540 amazing volunteers who provide fun, skills and adventures for our 1,740 young members.

As a county we strive to ensure the continuous improvement of the opportunities and support to all our members; both long standing and new. Our meetings and events always include activities that encourage friendship, teamwork, and an understanding of others' needs. In Girlguiding NYS there is something for everyone whatever their age or ability.

We want to help the girls and young women of NYS become their own person, to learn to make their own decisions; discover their true potential and achieve far more than they ever expected.

We are always keen to hear about your adventures whether at weekly meetings, on-line sessions or when you are away from home. If you have a story you would like us to hear just get in touch!

Happy Guiding!



**Lesley Strathie MBE &
Alison Cunningham OBE**

County commissioners



Introduction to NYS



Girlguiding North Yorkshire South (NYS) is part of the largest voluntary organisation for girls and young women in the UK.

We offer girls and young women interesting and exciting opportunities in a fun and safe environment. We are open, inclusive, and welcoming for girls from all cultures and backgrounds.

NYS county covers the southern part of North Yorkshire including York, Selby and Tadcaster. We are a smaller county in comparison to others, but we still have over 1,700 members and over 500 volunteers – now including you!



Rainbows (4-7 years old)

Rainbows welcomes all girls from 4 to 7 years old. Rainbows is about coming together to play, learn and have tons of fun in a colourful, safe space!



Brownies (7-10 years old)

Brownies welcomes 7 to 10 years olds for non-stop fun, learning and adventure.



Guides (10-14 years old)

Guides is a relaxed, welcoming space where you can have fun, learn and be yourself with good friends from 10 to 14 years old.



Rangers (14-18 years old)

Rangers is your space – where you get together with other girls from 14 to 18 to have fun, learn more, give back, hang out, and just be you.



Young Leaders (14-17 years old)

If you're between 14-17 and want to level up your leadership skills, get a qualification and have an amazing time, then being a young leader is the perfect role for you. Don't worry if you haven't done any volunteering before – you can jump right in and we'll support you all the way!



How can you get involved?

There are many ways you can get involved with Girlguiding. You might want to have adventures with girls, support other volunteers, or just help when you can. Whatever you're looking for, we've got the role for you! Some roles include:

Weekly unit helper

Use your skills to support a unit, work with girls on a weekly basis, and building their confidence and delivering fun!

Leader in training

Enjoy all kinds of adventures with girls, and you'll get a lot of support during your progress through the Leader Development Programme!

Knowledge sharer

Join in the fun by volunteering in a unit, division, or on residential trips, without committing to weekly meetings by being a "crafty creative", "fun facilitator" or "knowledge sharer" volunteer!

Terrific treasurer

Be a vital part of the local team, either at a unit, district, or division level, helping with everything from running events to unit term budgeting!

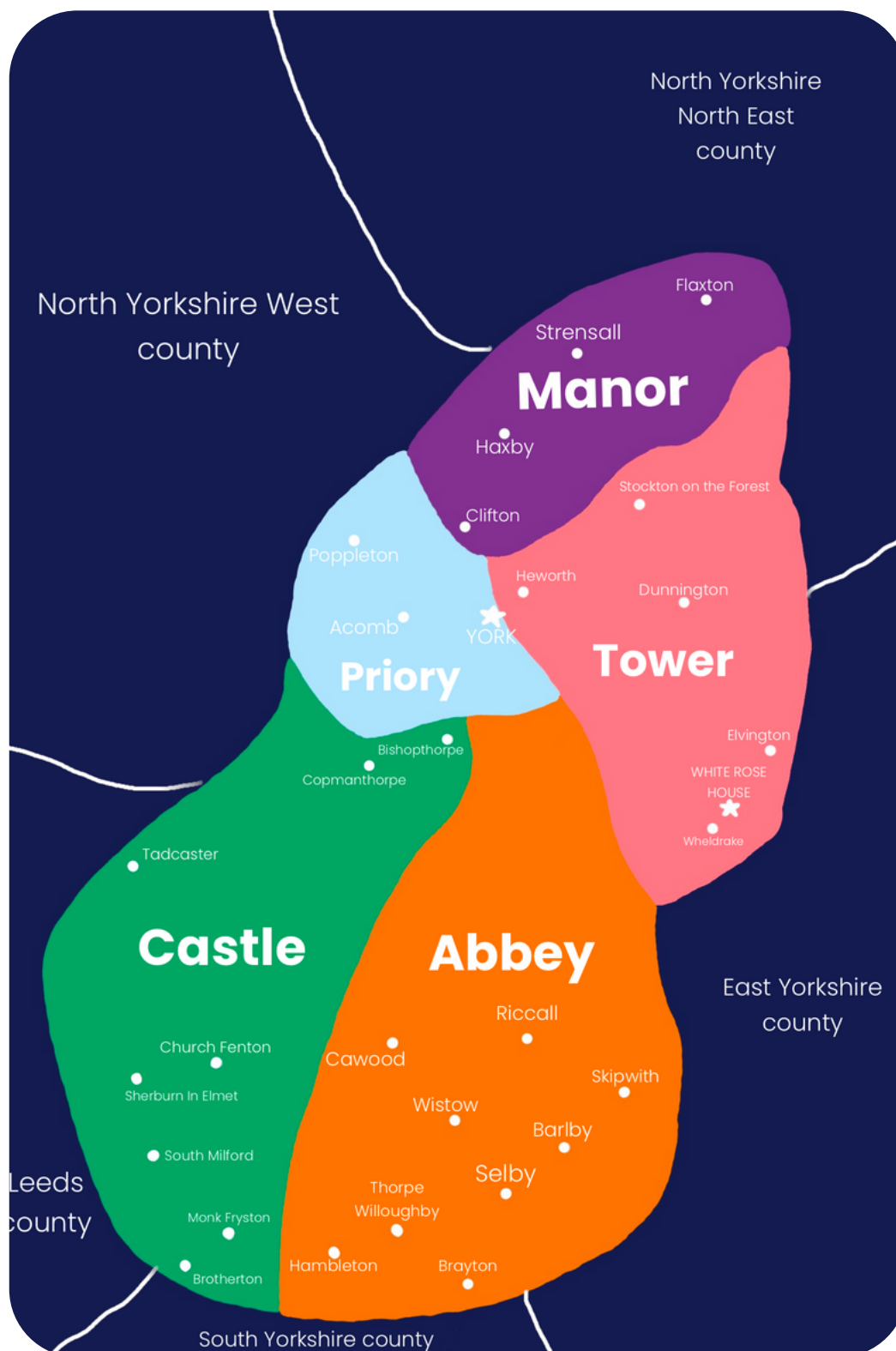
Admin ace

Help manage the books and administration within the unit, including updating GO! (our membership database), to open up more opportunities for girls!

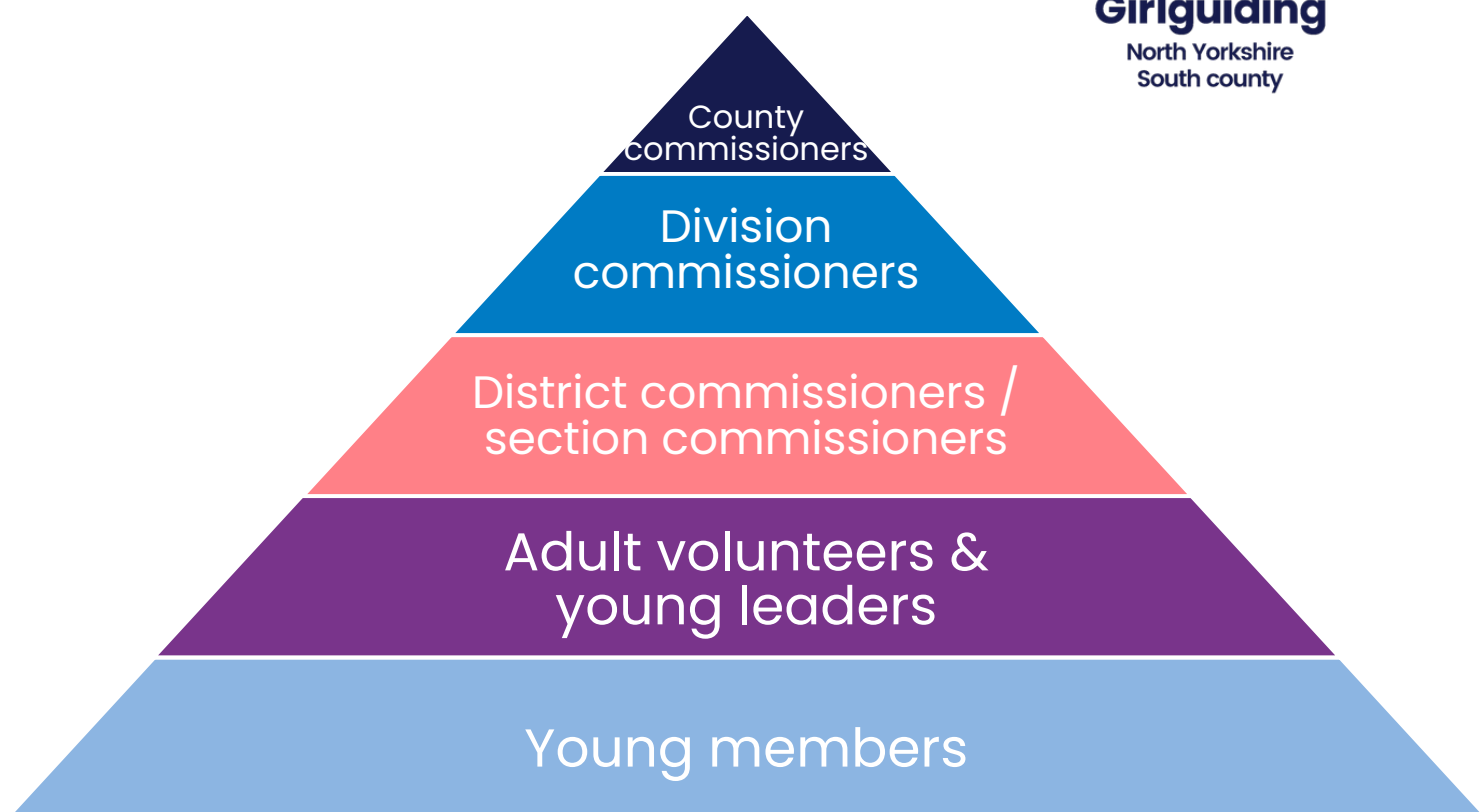


Getting to know NYS

We are lucky in North Yorkshire South that our volunteers have a great support network. This is provided through their division and district commissioners, advisers, and training opportunities.



Our Organisation



How do you fit in?

My county is: North Yorkshire South (NYS)

My county commissioners are: Alison & Lesley

My division is: _____

My division commissioner is: _____

My district commissioner/section commissioner is:



The Five Essentials



Girlguiding is based on five interlinking principles that run throughout our programme. These are known as the Five Essentials, and are essentially a common standard that we work towards:

1. Working together in small groups
2. Encouraging self-government and decision making
3. A balanced and varied programme which is girl-led
4. Caring for the individual
5. Sharing a commitment to a common standard

You should always consider the Five Essentials when planning and running activities and in your relationship with girls and adults in Girlguiding.

Safeguarding



The safety of our girls and volunteers is our highest priority.

Our Safe Space training ensures that volunteers offer girls a safe space where they can have fun, learn, and grow. Everybody needs to complete Safe Space training to safeguard our members, adults, and girls. There are four levels of training. All adult volunteers and young leaders are expected to complete at least A Safe Space Level 1 (An Introduction), and most also need to complete Level 2, both of which are online e-learning courses. Your local commissioner will be able to advise you with any Safe Space training queries.



Volunteer Code of Conduct



The responsibilities of a volunteer include that we provide a safe space in which our young members can meet and enjoy the fun of Girlguiding.

Adult behaviour in this safe space is essential as we are all role models for the girls. As volunteers we follow the Girlguiding Code of Conduct. Further information about the Girlguiding volunteering Code of Conduct can be found at:

<https://www.girlguiding.org.uk/making-guiding-happen/policies/code-of-conduct/>

Topic	Detail	What we do...
Language	Some of the girls are of a very challenging and impressionable age, and language is a boundary that they push.	We must avoid any swear words in our language with the girls, even though they may use inappropriate words with us. Don't join in with the girls; make it clear that we do not agree with using such language in guiding.
Conversation Topics	The girls enjoy talking with leaders but never get drawn into given them personal information or influencing them in any way to believe in your beliefs.	Listen to the girls and encourage their discussions but keep it at their level, let them lead the conversation not the other way around. Do not disclose personal information about yourself even when asked – check with a trained leader if you are unsure. Please keep your personal beliefs to yourself.
Behaviour	How we act with the girls has a big influence on them. Girls look up to leaders for guidance.	The girls see us as a leader. We are not teachers, we are not parents, but neither are we friends. We show by example how we think they should act by being courteous and kind, polite and friendly, and aim that they will be influenced by this, and learn what is appropriate in guiding. Physical contact (cuddling with) the girls should be avoided unless absolutely necessary (i.e. to comfort a distressed girl). Leaders should avoid being left in any one-to-one situations with the girls; always have another girl or leader present.

Volunteer Code of Conduct

continued...

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Topic	Details	What we do...
Contact outside of the meeting	The use of Facebook, texting, emails etc direct to individual girls should be avoided.	Messaging with the girls should only be with parental consent and usually just kept to information about the unit meetings/events. Any additional contact that is felt necessary would be done by the guide leader(s). Friendships with girls on Facebook (or other social networking sites) which were established before joining the unit should be declared to the unit leader.
Attendance	The girls are expected to arrive on time for a unit meeting or event and should be in full uniform unless notified otherwise.	It is expected that leaders arrive promptly for unit meetings or events. Where a leader is delivering the session, it is usually best if she arrives early enough to set up any equipment needed for the session. Should a leader expect to be late for a meeting (or unable to attend), they should notify the leader in charge as soon as possible. In order to encourage the girls to wear the appropriate uniform, leaders are expected to wear uniform at meetings and events unless notified otherwise.
Smoking/Vaping	The girls see us as role models, how we behave is a big influence on them.	Never smoke/vape in the vicinity of the girls. If you smoke/vape, please move to an area where the girls cannot see you.





Trefoil Guild

North Yorkshire
South county

Trefoil Guild

In Trefoil Guild, members aged 18+ make new friends, travel, explore, serve their communities and help guiding (and scouting) thrive across the UK!

Whether you're involved in guiding or not, Trefoil Guild is a wonderful opportunity to meet like-minded people to share your next adventure – whatever that might be!

Trefoil Guild acts like a branch of Girlguiding and its members agree to support the guiding ethos – including the pledge to help other people. Many members pass on their skills and knowledge to local guiding units, from helping Brownies work towards a badge to preparing older girls for a camping adventure. Many members are unit leaders or helpers in Girlguiding units.

But it's not all about the girls – there are plenty of opportunities for members to try something new, take on a new personal challenge and escape the daily routine. The best thing is that what you do is up to you!

Across the UK, there are over 1,100 Trefoil Guilds with over 18,000 members – some meet every week, others less frequently, perhaps in the evening or in the afternoon. We welcome anyone to our guilds which offer opportunities to make new friends, have fun, learn new skills, and get involved.

Female or male, young or old (as long as you are over the age of 18), previous girl guider/scouter or not, it doesn't matter, we welcome all!

Trefoil Guild NYS county are a valuable part of the wider Girlguiding NYS county, providing an extra pair of hands at unit meetings and events, as well as providing us with experience and wisdom!

We have around 100 trefoil members in NYS and we are ready to welcome you too!

If you are interested in joining the Trefoil Guild, please contact Myra Puckrin at:

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trefoilchair@girlguidingnys.org.uk

White Rose House

White Rose House is our county building which is used for residential for all sections from within the county and from further afield.

It is available for hire for away days, trainings and other events by members of guiding and other organisations. It is close to the centre of the village of Wheldrake, a quiet village 8 miles from York. The house is the old village school and has a large hall for activities, a smaller hall for smaller meetings and a fully equipped kitchen. The hall is fully accessible and has a dedicated disabled suite and wet room.

White Rose House is ideal for residential and holidays, it gives plenty of room for activities indoors and has a secure outdoor play area. Within 1 mile of the village are Wheldrake Ings, a nature reserve run by Yorkshire Wildlife Trust and Wheldrake woods. A regular bus service runs to York.

White Rose House can be hired for the day or for residential events. The charges from 1st January 2023 are:

- North Yorkshire South groups - £120 per night
- Groups from outside NYS - £170 per night



Visit our website for more information and to download the booking form:

<https://girlguidingnys.org.uk/about-us/white-rose-house/>



Keeping in Touch

There's always so much going on in guiding. That's why we like to keep you in the loop and up to speed, online and in print.

Keeping in touch works both ways. Share your photos (subject to photo permissions) and stories with us on our social media pages below (where you can also get all the latest news and updates from us too):



Girlguiding North Yorkshire South



@girlguidingnys



@Girlguidingnys

Got a question about guiding? The answer will likely be on our website, including what events are coming up and what training you can get! If it doesn't have the answer that you are looking for, your local commissioner will be able to tell you where you can find it!

girlguidingnys.org.uk

Within Girlguiding NYS county, we are committed to being eco-friendly and reducing the amount of printing that we do. Therefore, this booklet is distributed electronically in the first instance. However, if you do require a hard copy, please contact

countyadministrator@girlguidingnys.org.uk.

Thank you.



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Induction checklist

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Use this page to check you have everything you need to get stuck in!

Within the first month

- ☐ I've received a welcome to my district/division by email or phone
- ☐ I know who to contact and how if I have a problem
- ☐ I've been introduced to local volunteers in my unit/area
- ☐ I've been shown websites, social media pages, and online groups that I may find useful
- ☐ I know the fundamentals of guiding
- ☐ I understand where I fit in the structure of guiding
- ☐ My contact details and best way to contact me are up to date

Depending on your role

- ☐ I've completed my DBS check.
- ☐ I've completed my 'A Safe Space' training on the [Learning Platform](#)
- ☐ I've submitted details of two referees
- ☐ I've visited a unit
- ☐ I've been made aware of important dates, meetings, and learning and development opportunities available to me (including the [Leader Development Programme](#))
- ☐ I've met with my 'buddy' or mentor
- ☐ I've been given a tour of the building that my unit uses
- ☐ I've been told how to submit an expense claim
- ☐ I've talked to my local commissioner about what I need to wear

