

## Appointments Advisory Committee

	County Appointments Advisory Committee (AAC)
<b>Date:</b>	1 March 2016
<b>Authors:</b>	Mick Stocks, Chair AAC & Pete Kearley, Secretary ACC
	<p>The following is a reworded version of the AAC Guidelines approved at the CEC Meeting held 10 March 2015. There has been no change to policy agreed March 2015.</p> <p>-----</p> <p>The Appointments process needs a working method within the framework of the policy of The Scout Association.</p> <p>The County AAC is responsible for approving a number of County appointments, ie:</p> <p><i>(Group A)</i>                  Deputy and Assistant County Commissioner;                  County Training Manager;                  County Youth Commissioner and Deputy Youth Commissioner;                  County Scouter;                  District Commissioner and Deputy District Commissioner;                  Safeguarding Awareness Co-ordinator;                  Local Training Manager;                  County Safety Co-ordinator;                  County Media Manager.</p> <p><i>(Group B)</i>                  ASU Manager and Co-ordinator;                  Member of ASU;                  County Assessor;                  County Skills Instructor;                  County Scout Active Support Manager and Co-ordinator;                  Local Training Administrator;                  Trainer;                  Training Adviser.</p> <p>Applicants for appointments within Group A above will normally meet with the AAC.</p> <p>Applicants for appointments within Group B will not normally meet with the AAC.</p> <p>The points below apply to all applicants (Groups A &amp; B):</p> <ol style="list-style-type: none"> <li>1. any applicant from outside of Berkshire, with or without an adult appointment in Scouting, <b>will</b> be invited to meet with three members of the AAC;</li> <li>2. any applicant from within Berkshire who doesn't currently hold an adult appointment in Scouting <b>will</b> be invited to meet with three members of the AAC;</li> </ol> <p><i>cont</i></p>

3. All appointments 'considered by' the AAC (including those for whom the AAC Chair and AAC Secretary have taken action without a panel – eg: Group B) will be reported to the next CEC under the AAC standing report to show consideration has been given and for the appointments to be recorded in the Minutes.

Note: an applicant does not need new references if they currently hold a Berkshire appointment.

For those applicants where a meeting **is necessary** (eg: Group A) the AAC Secretary (via the County Administrator) will arrange for the applicant to attend the next scheduled AAC Meeting after completing the appropriate online (Compass) Adult Application form.

For those applicants where a meeting is felt to be **unnecessary** (eg: Group B) under these guidelines, the AAC Secretary will consult with the AAC Chair to confirm that the applicants need not attend a Meeting of the AAC.

The AAC Secretary and the AAC Chair will manage a schedule of dates (normally once per month for most months in the year) when the AAC is available to meet with applicants. A rota of three panel members from the CEC will be allocated to each date.

Before members of the CEC can be an active member of the AAC rota they must have completed and have validated Module 37. Validation can be undertaken by being part of the AAC panel with two experienced panel members.

Note: The following appointments are 'approved' by the CEC and these are reviewed annually at the September Meeting of the CEC:

- County AAC Chair;
- County AAC Secretary;
- County AAC panel members;
- County Administrator;
- County Training Administrator;
- County Adviser.