

A photograph of two hikers walking away from the camera on a grassy trail. The sun is low in the sky, creating a strong backlight and lens flare. The hiker on the left is wearing a backpack and using a trekking pole. The hiker on the right is also using a trekking pole. The sky is filled with soft, golden light and some clouds.

# GET AHEAD

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SCOUTING AND EMPLOYABILITY

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A guide for Explorers and Network members



# INTRODUCTION

Even though you might not realise it yet, your experience in Scouting has helped you to develop a whole range of important skills that higher education establishments and employers are looking for.

Whether you are applying for jobs, college, university or apprenticeships, competition is higher than ever. The skills you will have developed through Scouting, including teamwork, interpersonal skills and decision-making, will help to set you apart from the crowd.

This guide is designed to help you express the experiences and activities you do through Scouting in a way that employers and admissions tutors will understand. To do this, you need to identify which important life skills you have developed.

Even though people in Scouting will understand that being a Young Leader requires a range of skills from teamwork to time management, employers and admissions tutors may not. This guide will help you to make the connections for them.



EXPLORERS



network

# SO WHAT SKILLS HAVE I DEVELOPED?

The first stage is to work out which important life skills your Scouting activities have helped you to develop. This table includes many of the activities and experiences you will have taken part in through Scouting.

The second column includes a short description, which you could adapt for an application form or interview to make sure people understand exactly what you mean.

The third column highlights the skills you have developed through taking part in the relevant Scouting activity. Employers and higher education institutions are looking for these skills in their applicants

SCOUTING EXPERIENCES	DESCRIPTION	SKILLS AND PERSONAL QUALITIES
<b>Being a member of The Scout Association</b>	<p>Committing to attending regular meetings.</p> <p>Following a set of values (the Promise and Law).</p>	<ul style="list-style-type: none"> <li>• Integrity.</li> <li>• Commitment.</li> </ul>
<b>Being part of a Patrol, or a Patrol Leader</b>	<p>Working as part of a small group of peers to complete activities on a weekly basis.</p> <p>As a Patrol Leader, leading and motivating a small group of peers and helping new members to settle in and learn new skills.</p> <p>Representing the views of your Patrol to the rest of the Troop/Unit.</p>	<ul style="list-style-type: none"> <li>• Teamwork.</li> <li>• Leadership.</li> <li>• Interpersonal skills.</li> <li>• Ability to motivate and enthuse others.</li> <li>• Working with peers.</li> </ul>
<b>Gaining badges and awards</b>	<p>Developing specific skills in a number of areas, including sports, creative activities, faith and the environment.</p> <p>Each badge has a different level of skill and commitment required.</p> <p>Many badges entail work outside regular scout meetings.</p>	<ul style="list-style-type: none"> <li>• Organisational skills.</li> <li>• Personal development.</li> <li>• Commitment.</li> <li>• Self-motivation.</li> </ul>
<b>Hikes and expeditions</b>	<p>Working as part of a team, and making collective decisions.</p> <p>Planning and preparation, including training, route planning and putting a plan in place for emergencies.</p> <p>Developing skills such as map reading and navigation.</p>	<ul style="list-style-type: none"> <li>• Teamwork.</li> <li>• Communication skills.</li> <li>• Using your initiative.</li> <li>• Planning and organisational skills.</li> <li>• Adapting to changing situations.</li> </ul>

**Participating in a camp (either indoors or outdoors)**

Planning the camp.  
Being responsible for your own kit and belongings.  
Taking part in a variety of challenging and demanding activities.  
Living alongside your peers and being considerate of other people's needs.

- Teamwork.
- Independence.
- Personal development.
- Adapting to changing situations.

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**Community service**

Taking part in Scout Community Week, which involves both community service and fundraising, working with other sections, either as a Young Leader or adult leader.  
working at an activity centre or as part of a campsite service team.

- Teamwork.
- Communication skills.
- Commitment.
- Sense of social responsibility.

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**Programme planning**

Taking into consideration the age range and abilities of the section, resources available, and what the young people in the section want to do.  
Ensuring that the programme follows the rules and policies of The Scout Association.

- Organisational skills.
- Using your initiative.
- Decision making.
- Planning and time management.

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**Being a Young Leader**

Completing the Young Leaders' Scheme.  
Attending the weekly meetings of a younger section.  
Helping to plan and run the programme and activities while taking into account the age range and abilities of the young people you are working with, and also working to The Scout Association's rules and guidance.  
Working alongside the adult leadership team.

- Leadership.
- Communicating with people of different ages.
- Interpersonal skills.
- Independence.
- Flexibility and adaptability.
- Commitment.
- Able to cope with responsibility.
- Decision making.
- Trustworthy.

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**Being an adult leader**

Completing the relevant modules of the Adult Training Scheme.  
Attending weekly meetings for the section.  
Helping to plan the programme and events, taking into account the age range and abilities of the young people you are working with, and working to The Scout Association's rules and guidance.  
Being directly responsible for the safety, wellbeing and personal development of the young people you are working with.  
For Wood Badge holders, there are opportunities for external recognition of your qualification: [scouts.org.uk/supportresources](https://scouts.org.uk/supportresources).

- Leadership.
- Able to communicate with people of all ages.
- Interpersonal skills.
- Independence.
- Flexibility and adaptability.
- Commitment.
- Able to cope with responsibility.
- Decision making.
- Trustworthy.
- Able to plan and meet goals, for example completing your adult training.

<b>Participating in forums (in your Troop, Unit, District or County)</b>	<p>Representing the views of your peers.</p> <p>Contributing to the programme and decisions taken about the way your Troop/Unit/District/County is run.</p> <p>You may have had a specific role, such as the chairperson, secretary or treasurer.</p>	<ul style="list-style-type: none"> <li>• Able to understand and represent the opinions of others.</li> <li>• Communication skills.</li> <li>• Interpersonal skills.</li> <li>• Organisational skills.</li> <li>• Decision making.</li> <li>• <b>Chairperson:</b> leadership skills.</li> <li>• <b>Secretary:</b> administration skills.</li> <li>• <b>Treasurer:</b> financial management.</li> </ul>
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<b>Chief Scout Platinum and Diamond Awards/ Bronze and Silver Duke of Edinburgh's (DofE) Award</b>	<p>These are completed over six or 12 months.</p> <p>The DofE is an external and widely recognised award.</p> <p>Involves completing community service, developing a skill, taking part in a physical activity, and carrying out an expedition.</p> <p>For the Chief Scout Awards, completing additional Scouting activities on the themes of international, environment and values.</p> <p>Also being a member of Scouting for six or 12 months, and completing six or 12 nights away.</p>	<ul style="list-style-type: none"> <li>• Commitment and dedication.</li> <li>• Time management (often completed alongside important exams).</li> <li>• Teamwork.</li> <li>• Personal development.</li> <li>• Using your initiative.</li> <li>• Self-motivation and the ability to achieve personal goals.</li> </ul>
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<b>Queen's Scout Award (QSA)/DofE Gold Award</b>	<p>The DofE Gold and QSA are the top awards that can be gained before the age of 25.</p> <p>The DofE is an external and widely recognised award.</p> <p>These awards are completed over at least 18 months.</p> <p>Involves completing community service, developing a skill, taking part in a physical activity, completing an expedition and attending a residential experience with people you do not know.</p> <p>For the QSA you also have to show your dedication to Scouting. This includes being a member for 18 months, completing 18 nights away and completing activities based on the themes of international, environment and values.</p>	<ul style="list-style-type: none"> <li>• Commitment and dedication.</li> <li>• Time management (many of you will have been completing important exams whilst working towards your dofe/ qsa).</li> <li>• Teamwork.</li> <li>• Personal development.</li> <li>• Using your initiative.</li> <li>• Self-motivation and the ability to achieve personal goals.</li> </ul>
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<b>The Explorer Belt</b>	<p>Plan and train for a 10-day expedition in a foreign country with a group of peers.</p> <p>Complete projects during the expedition to develop your knowledge of the area you have travelled to deliver a presentation to peers and adults after the expedition.</p>	<ul style="list-style-type: none"> <li>• Teamwork.</li> <li>• Cultural awareness.</li> <li>• Self-motivation.</li> <li>• Motivating others in a challenging situation.</li> <li>• Independence.</li> <li>• Using your initiative.</li> <li>• Decision making.</li> <li>• Presentation skills.</li> <li>• Research skills.</li> <li>• The ability to cope with new and unknown challenges.</li> </ul>
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<p><b>Participating in international events</b></p>	<p>Either travelling overseas with Scouting, or attending an event in the UK where Scouts from other countries will be present.</p> <p>Working alongside people from other countries and developing awareness of other cultures and some of the issues that communities face in other countries.</p>	<ul style="list-style-type: none"> <li>• Teamwork.</li> <li>• Cultural awareness.</li> <li>• Personal development.</li> <li>• The ability to cope with new and unknown challenges.</li> <li>• Communication skills.</li> </ul>
<p><b>Participating in a World Scout Jamboree</b></p>	<p>Attending a selection event and regular training weekends.</p> <p>Completing significant fundraising.</p> <p>Attending the Jamboree with Scouts from around the world.</p> <p>Giving presentations about your experience to different sections upon your return.</p>	<ul style="list-style-type: none"> <li>• Teamwork.</li> <li>• Interpersonal skills.</li> <li>• Cultural awareness.</li> <li>• Personal development.</li> <li>• Self-motivation.</li> <li>• Presentation skills.</li> <li>• The ability to cope with new and unknown challenges.</li> </ul>
<p><b>Carrying out risk assessments</b></p>	<p>Identifying any potential risks for different activities and who the risks might affect.</p> <p>Working out ways to minimise these risks.</p>	<ul style="list-style-type: none"> <li>• Maturity and responsibility.</li> <li>• Using your initiative.</li> <li>• Decision making.</li> <li>• Able to identify, discuss and minimise potential hazards.</li> <li>• Communication skills.</li> </ul>
<p><b>Hold an Adventurous Activity Permit (personal, leadership or supervisory)</b></p>	<p>Developing a high level of skill and knowledge about a chosen adventurous activity.</p> <p>For leadership and supervisory permits, being able to lead training sessions and instruct others in an activity, including being responsible for their safety and personal development.</p>	<ul style="list-style-type: none"> <li>• Able to cope with responsibility.</li> <li>• Leadership.</li> <li>• Communication skills.</li> <li>• Using your initiative.</li> </ul>
<p><b>Budgeting</b></p>	<p>Investigate the costs of food, transport, accommodation, equipment and activities for example for camps and activity days.</p> <p>Working out the cost for the whole event and deciding how much to charge each person.</p>	<ul style="list-style-type: none"> <li>• Financial awareness.</li> <li>• Organisational skills.</li> <li>• Time management.</li> </ul>
<p><b>Fundraising (for example, to fund an activity or raise money for another charity)</b></p>	<p>This could be as a participant or you could be organising the fundraising.</p> <p>This will include deciding what you are fundraising for, how you are going to do it, and organising and running the event.</p>	<ul style="list-style-type: none"> <li>• Financial awareness.</li> <li>• Organisational skills.</li> <li>• Time management.</li> </ul>
<p><b>Taking part in a Scout show</b></p>	<p>Either performing or working as back stage support.</p> <p>Committing time for rehearsals and performances.</p>	<ul style="list-style-type: none"> <li>• Confidence in public speaking.</li> <li>• Commitment and dedication.</li> <li>• Teamwork.</li> </ul>

# HOW DO I USE THIS INFORMATION?

When you have identified your Scouting experiences and the skills you have developed through Scouting, you should include these in your CV, application forms and interview answers.

When writing your CV and filling in application forms, you need to focus on being brief and concise. Hundreds of other people will be applying for the same jobs and courses as you, so you need to make sure your key selling points stand out straightaway, rather than hiding them in long descriptions.

Interviews provide the opportunity for you to elaborate and go into more detail about your skills and achievements, so don't worry about trying to include every last detail in your application form.

When answering a question, whether it is on an application form or in an interview, your answer needs to have three parts.

- a) Say what you have done.**
- b) Explain, briefly, what this means.**
- c) Highlight which skills this demonstrates.**

These three parts to the answer correspond to the three columns of the table. **For example:**

## Have you ever held a leadership position?

- a) Young Leader for a Cub Pack**
- b) Attending weekly meetings, and working alongside the adult leadership team to plan and run activities and events.**
- c) Became more confident and independent, developed teamwork and leadership skills, and improved my communication and interpersonal skills.**

This can then easily be translated into a few sentences to include in an application form or interview.

### For example:

'I have been a Young Leader for the Cub Pack for three years. This involves attending weekly meetings, and working alongside the adult leadership team to plan and run activities and events. This has helped me to become more confident and independent, develop my teamwork and leadership skills, and improve my communication and interpersonal skills.'

If you were in an interview, you could go into a bit more detail.

'I have been a Young Leader for my local Cub Pack for three years. This involves attending weekly meetings, and working alongside the adult leadership team to plan and run activities, weekend events and camps. I also hold an Adventurous Activity Leadership Permit for climbing. This recognises my high level of skill in climbing, and allows me to lead climbing sessions for the Cubs, during which I am responsible for their safety and personal development. This has helped me to become more confident and independent, develop my teamwork and leadership skills, and improve my communication and interpersonal skills.'



## Have you ever worked as part of a team?

- a) **Went on an Explorer Belt expedition to Austria.**
- b) **Planned, trained for and carried out a 10-day expedition in Austria with a team of six, carrying out various projects along the way to learn about the country.**
- c) **Teamwork, collective decision-making, motivating others in a challenging situation.**

‘Through the Scout Network I completed my Explorer Belt, which involved planning, training for and completing a 10-day expedition abroad. I worked as part of a team of six to plan our expedition in Austria, which involved making collective decisions on the route and budget of our expedition and projects to be completed along the way. The experience helped me to develop my teamwork and decision-making skills, and also my ability to motivate others in a challenging situation.

### Longer interview answer:

‘Through the Scout Network I completed my Explorer Belt, which involved planning, training for and completing a 10-day expedition abroad. I worked as part of a team of six to plan our expedition in Austria, which involved making collective decisions on the location, budget, expedition route and projects to be completed along the way. Once on the expedition, we had to work together to ensure that we kept to the planned route and kept team morale high. We also worked together to research various aspects of community life in the area we visited, delegating various tasks to different team members and then collecting our findings together to write a presentation to deliver on our return. It helped me to develop my teamwork skills and ability to make collective decisions, and also my ability to motivate others in a challenging situation.’

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## Have you ever worked independently?

- a) **Hold an Adventurous Activity Leadership Permit for canoeing, and run monthly sessions for Scouts.**
- b) **Organise, plan and run monthly canoeing skills training sessions for local Scouts.**
- c) **Independence, leadership skills, self-motivation, use of initiative, ability to cope with responsibility.**

‘I hold an Adventurous Activity Leadership Permit for canoeing through Scouting. Using this, I organise, plan and run monthly canoeing skills training sessions for Scouts aged 10 to 14 in my local area. This has improved my confidence in working independently to reach goals, as well as my self-motivation and ability to cope with responsibility and use my initiative.’

### Longer interview answer:

‘I hold an Adventurous Activity Leadership Permit for canoeing through Scouting. Using this, I organise, plan and run monthly canoeing skills training sessions for up to eight Scouts aged 10 to 14 in my local area. This includes securing use of the location and equipment, advertising the sessions and being responsible for the safety and personal development of the young people attending. I have run four of the sessions so far, and received really good feedback. This has improved my confidence in working independently to reach goals, as well as my self-motivation and ability to cope with responsibility and use my initiative.’





These are some of the types of questions that are likely to come up in application forms and interviews. Using your own Scouting experiences, try and put together some answers for the following questions using the three part method. It might be helpful to write a short application form answer and a longer interview answer for each question.

Have you ever held a leadership position?

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Have you ever worked as part of a team?

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Have you ever worked independently to reach a goal?

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Tell me about your greatest achievement so far.

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Give an example of when you have motivated others in a challenging situation.

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Give an example of when you have managed a budget.

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Give an example of a situation where you have used your initiative.

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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Have you ever organised or planned an event?

**a) What you have done:**

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**b) Explanation:**

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**c) Relevant skills:**

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# WHERE DOES THIS FIT INTO MY APPLICATION PROCESS?

Schools and universities will have provided you with plenty of information on how to write CVs, fill in application forms and UCAS forms, and prepare for interviews. This section shows you where to include your Scouting experiences.

## CVS

If you have been a Young Leader or an adult leader, you can list this under 'positions of responsibility'. You should include a brief outline of your main duties.

### For example:

'2011–present: Section Leader, Cub Scouts. This includes attending weekly meetings, planning the programme and events, and being responsible for the safety and wellbeing of up to 25 young people aged between 8 and 10 during potentially hazardous activities.'

Being a member of Scouting, as well as activities you take part in through Scouting could come under 'Interests.'

### For example:

'I am a keen canoeist, and hold an Open Boating Adventurous Activity Permit through Scouts.'

Badges and awards you have achieved through Scouting could also be included under 'Achievements.'

### For example:

'I have completed my Gold DofE and my Queen's Scout Award, the highest awards available to young people in Scouting.'

## APPLICATION FORMS

Often, instead of asking you to send a CV, companies, colleges and universities will ask you to fill in an application form. Because every application form is different, there is no set place to include your Scouting experiences. Instead you will have to look closely at what skill you are being asked to demonstrate. If you have a Scouting experience that demonstrates the skill, include it in your answer.

Remember that you still need to be concise on an application form, so don't try and include every example you have. If you are invited to an interview, you will have the opportunity to give more examples and information about your experiences.

## INTERVIEWS

Again, there is no specific place where Scouting will fit into your interview answers. Every interview will be different. If you do use a Scouting experience in an answer, always remember to explain what you mean and what the experience involved in detail. Make sure that you tell the interviewer which important skills these experiences have given you. Don't leave it to them to make the connection.

