



Girlguiding Northamptonshire Role Descriptions 2017

Chair of Adult Leadership

AIM: to ensure that leaders in Guiding are supported through training etc and are able to complete their ALQ qualification.

- ✚ Adhere to Girlguiding policies, re: Risk assessments, Finance.
- ✚ Attend County Exec Meetings and give ALQ report.
- ✚ Promote ALQ Scheme, your role, and advice available using the County website, Newssheet and stands at County events, e.g. Training day and County review.
- ✚ Lead Adult Support Meetings and liaise with ALQ coordinators from each Division to support with Leadership process and queries.
- ✚ Run Leadership Qualification Contact and Status Report Termly and circulate to Division Adult Leadership Coordinator and have an overview of LQ completion dates.
- ✚ Liaise with County Training Adviser over training needs for ALQ and keeps County Commissioner informed on ALQ matters.
- ✚ Receive from County Verifier notification of completed Leadership qualification.

Expenses incurred as part of your role, e.g. mileage, stationery etc can be claimed from County using the GGN procedure and the County Expense form