

Unit Leader

What is this role all about?

Unit Leaders help plan and deliver a great programme with the Unit Leadership Team. You'll help plan term programmes, run weekly meetings and activities, and create a safe, welcoming space where youth members can have fun, try new things and grow.

Who will you be working with?

You'll work closely with your Unit Team Leaders and other Unit Leaders, alongside Junior Leaders, Unit Helpers and Unit Administrator.

What time commitment is needed?

Most Unit Leaders spend around 1-3 hours a week during school term time, with some extra time for planning, training, events or camps. Every 18 months, the Unit Leadership Team reviews who holds the Unit Team Leader role to share responsibility and support development.

What will you be doing?

Contributing to programme planning and delivery

- Plan term programme with the Unit Leadership Team and help run meetings and activities that are fun and varied, with youth members having regular opportunities to plan, lead and give feedback.
- Support events, trips or camps as part of the unit team and support local team events.
- Celebrate youth member achievements such as badges and awards.
- Be attentive to individual needs and seek guidance in complex situations.

Communicating with families and your local team

- Communicate with parents/caregivers as agreed with the Unit Team Leader.
- Welcome new youth members and volunteers and help them settle into the unit.

The skills and requirements that make this role a great fit for you:

- Friendly, supportive, and great at working as part of a team.
- Confident communicating with youth members, whānau and other volunteers.
- Uses good judgement, respects confidentiality, and acts with integrity.
- Open to learning, new ideas, and improving how things are done.
- Willing to use (learn) basic digital tools and our GirlGuiding database – OGM - How To and OGM- How to Events (within four months of appointment).
- As a minimum hold relevant GirlGuiding New Zealand Leadership Qualification Leader of Girls.
- Understand GirlGuiding New Zealand policies, procedures, and relevant legal requirements.
- Police vetting is required. This is organised by GirlGuiding New Zealand.
- First Aid training – opportunities available.