



**WORLD ASSOCIATION
OF GIRL GUIDES
AND GIRL SCOUTS**

World Association Of Girl Guides & Girl Scouts

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WAGGGS Volunteer Resource Pool: Information sheet for Member Organisations (MOs) and Component Associations (CAs)

How can our MO/CA recommend volunteers for the resource pool?

Please read the attached terms of reference then complete the recommendation form in full and send it to leadingforherworld@waggs.org. The recommendation form must be signed by both the MO/CA and the volunteer to be accepted.

When can our MO/CA recommend volunteers?

The application process is open all year around, so you can submit recommendations at any time. We may sometimes send calls for volunteers with specific skills or experiences through the WAGGGS voice newsletter, but the recommendation process will be the same.

How many volunteers can we recommend in one year?

There is no fixed limit for recommendations. However, we will only accept volunteers into the pool who fully meet the criteria in the terms of reference.

Can volunteers join the pool without going through the MO/CA?

No, as only recommendations signed by the MO/CA will be accepted. However, we would encourage MOs/CAs to make their members aware of this opportunity, and to make it more accessible by sharing the recommendation form with their states or equivalent bodies, so motivated individuals can also approach the MO/CA for approval.

Do volunteers need to be able to work in English?

As the day to day operating language of WAGGGS, it is likely that many of the volunteering opportunities offered to the pool will require a working knowledge of English. However, there are specific sub-groups for Arabic, French and Spanish speakers that are managed by Arabic, French and Spanish speakers. Language requirements for any opportunity will be clearly communicated.

What happens after we submit a recommendation form?

The WAGGGS team will assess the recommendation form against the volunteer pool criteria. If the recommended volunteer meets the criteria, we will approve the recommendation and write to the volunteer (with you in copy), inviting them to register on our online volunteer platform.

What do volunteers on the pool do?

Once registered on the online platform, volunteers can connect with each other and access development opportunities such as webinars on WAGGGS topics. They will complete a short induction, be allocated a mentor and complete a personal development plan. When volunteering opportunities come up, they will be shared on the online platform and volunteers who meet the specific criteria for each opportunity can apply, with priority given to volunteers who have not recently had an opportunity.

Examples of volunteering opportunities include:

- Working with a regional team to deliver a regional project or event
- Working with a MO/CA to provide tailored capacity building expertise
- Translating or proofreading a WAGGGS resource
- Contributing to the writing of a WAGGGS programme, such as World Thinking Day
- Facilitating a leadership development workshop, including the Juliette Low Seminar

If a volunteer is offered an opportunity that includes international travel, WAGGGS will inform their Association, who has 14 days to raise any concerns regarding the opportunity. When a volunteer completes an opportunity, it is recorded on their profile and they are expected to update their personal development plan.

What happens if we need to withdraw our support from a volunteer before the end of their term?

If there are any issues regarding the performance of a volunteer, or their capacity to act as a positive ambassador for their MO/CA and the wider Girl Guide and Girl Scout Movement, please get in touch with us at leadingforherworld@waggs.org to discuss this. In accordance with the Terms of Reference, either the MO/CA, the volunteer, or WAGGGS can end the arrangement at any point by submitting a request to do so in writing.

How do you protect our volunteer's personal data?

We use a fully GDPR compliant online platform and the personal information regarding all volunteers on the platform is collected, stored and managed according to our data protection policy, which you can read on our website: <https://www.waggs.org/en/privacy-cookies/>

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