

# Guiding on your CV

Through the activities you do and the roles you take on in guiding, you're building new skills and gaining valuable experience. The skills you develop with Girlguiding will make your CV stand out, and here are some of the best ways to shout about it.

## Skills you can gain through guiding

- **Teamwork:** When you plan meetings with your fellow leaders, sharing out things to do and communicating with each other, you're showing that you can work effectively as part of a team.
- **Leadership:** From running a game at Rainbows to being a commissioner, you're demonstrating that you are a confident and capable leader.
- **Organisation:** Planning and delivering your programme, organising your records on GO, even keeping your meeting place in good shape – these things show that you are organised and efficient.
- **Budgeting:** Do you do the accounts for your unit? Or have you budgeted for a camp or event you've run? These tasks help you build great transferable skills.
- **Motivation:** Gaining any award or qualification in guiding, from an interest badge to the Queen's Guide award, shows that you are reliable and can work independently.
- **Communication:** If you're making contact with parents, commissioners, young members, outside contacts – anyone – then you're demonstrating your excellent communication skills.

That's not to mention the more specific skills that different roles give you – being a public relations adviser means you've got experience of working with the media. Being a leader in charge at a camp shows that you can plan events and oversee projects from start to finish. When writing applications, make sure you highlight the specific range of skills you've developed through your guiding roles.

Don't underestimate all the skills you've demonstrated through guiding – they make a really positive contribution to your CV!



# Give examples of...

Sometimes you will be asked for examples of situations you've experienced. This may seem daunting if you don't have a lot of work experience, but guiding often calls for the same skills and abilities that you need in the workplace. Here are a few examples of how guiding could help.

## Leadership

'As a Girlguiding volunteer I help run activities, challenges and adventures for young members aged 7 to 10. I was recently in charge of a week-long adventure holiday. I delegated jobs and clearly communicated tasks, and shared a plan and timetable so everyone was kept fully informed. The holiday ran smoothly and the young members had a great time!'

## Communication

'As a Girlguiding young leader I help to run a local Guide group of young members aged 10 to 14. We keep the Guides and their parents/carers up to date with all our plans by letter and email. As I fit volunteering around my studies I keep the team regularly updated about when I'm available. This communication is key to running an excellent programme of activities for the Guides.'

## Organisation and planning

'I am a member of the Anytown Ranger Unit, part of Girlguiding. Members are aged between 14 and 26. We plan and run our own self-development programmes that focus on areas including community action, independent living and leadership. I take on tasks like sourcing equipment for activities, planning events, inviting guests and liaising with other groups.'

## Teamwork

'I am a Girlguiding leader and part of a team of volunteers who lead a group of 10- to 14-year olds (Guides). We work together on programme planning and organisation of activities, as well as taking the group away on camps and trips. The whole team works well together to ensure that tasks are shared out, and we always ask each other for help.'



## Jargon busting

Don't forget that, as a member of Girlguiding, terms like LQ, Look Wider and Queen's Guide award have a specific meaning to you – but to someone who has no involvement with the charity, it's like speaking a different language. Make it easy for employers to understand what you are talking about so they don't miss the valuable skills you've developed through guiding.