



**Girlguiding**  
North West England

# Application Pack

## Assistant Region Chief Commissioner

Volunteer Role

Closing date: 27 April 2026 9am

Thank you for considering taking the next step in your Girlguiding journey.

We are looking for someone aged between 16–30, to support our Region Chief and Deputy Chief Commissioners in leading Girlguiding North West England (GGNWE). If you're passionate about Girlguiding and the benefits and opportunities it gives to its members, then this role could be for you.

As someone who already knows what makes us special, you're in a brilliant position to make an even bigger impact. Taking on a lead volunteer role with GGNWE is a chance to share your skills, grow in new directions, and help create unforgettable experiences for girls across the region.

Whether you're curious about leadership, supporting behind the scenes, or trying something completely new, there's a place for you here. We're excited that you're thinking about getting more involved, and we're here to support you as you explore what's next for you.

Your experience, enthusiasm, and insight already make you a valued part of what we do. Stepping into a lead region volunteer role is simply the next chapter and we'd love to help you write it.

## Message from the Region Team

Thank you for your interest in the role of Assistant Chief Commissioner for our region.

We are so proud to be a part of the UK's largest youth organisation dedicated completely to girls and of all the opportunities it offers its members. We are excited to now be looking to add to our team, and wish to appoint an enthusiastic volunteer as our Assistant Chief Commissioner. This is a fantastic opportunity for members, aged 16-30, looking to gain valuable experience and help to shape the future of GGNWE.

The role will involve working on projects and supporting the development of Girlguiding across the region to support our young members and volunteers, so that, with your help, we can create valuable, meaningful experiences for all members and volunteers.

As Assistant Region Chief Commissioner, you will be part of the existing Chief Commissioner team, working alongside other region lead volunteers and our staff team.

Please take time to consider the role description carefully, and if you feel that this is an opportunity you would be passionate about, we would love to hear from you.

Very Best Wishes



Rona Rommel  
**Chief Commissioner**



Tracey Johnson  
**Deputy Commissioner**



Kelly Hunter  
**Executive Manager**



### Role description

**This exciting role is an opportunity for a Girlguiding member in our region, aged 16–30, to contribute to the leadership and development of Girlguiding within GGNWE.** The Assistant Chief Commissioner will work alongside the Region Chief and Deputy Chief to support the smooth running of the region, champion youth participation, and help ensure that all guiding experiences are high quality, girl-led, enjoyable, and empowering.

The Assistant Chief Commissioner provides leadership, support, and energy to help deliver Girlguiding’s vision at a regional level. They will ensure the voices of girls and young women are heard in decision-making and help coordinate programmes, events, and initiatives that reflect the needs of young members across the region.



### You will be required to .....

- Be aged 16–30 at commencement of the role, and be a member of Girlguiding in our region
- Support GGNWE’s Chief, Deputy Chief and Executive Manager in leading and representing the region at a local and national level
- Attend regional and national meetings, forums and events, and contribute to key discussions and decisions
- Advocate for young members and ensure that across the region they are included, heard and valued in everything we do
- Work with GGNWE lead advisers, volunteers, young members, and the staff team to create and develop strategic and operational projects, events and activities
- Help promote opportunities for young members and volunteers across the region
- Strive to to identify any development areas and support steps to improve the experience for young members and volunteers across the region
- Meet and communicate with young members and volunteers across the region, to understand their views, needs, and ideas and use this to improve the Girlguiding offer and experience
- Help develop communications for young members and volunteers; including newsletters, social media, and event promotion
- Share insights with the region team to inform future planning and improvements

### What will Girlguiding North West England do for me?

There will be lots of support to help you make the most of your tenure, together with ongoing support from the existing Chief Commissioner team and the staff at GGNWE along with guidance and support from Girlguiding UK.

You will be helped to develop the skills and abilities you will need through various training opportunities. You will be given opportunities to represent GGNWE at events or national forums.

GGNWE provides a friendly, supportive environment that encourages creativity, confidence, and leadership.

All of your agreed expenses will be reimbursed according to guidelines.



## Person Specification

The person that we are looking for will have some of the following knowledge, skills, experience and personal attributes. However, some of these will be developed over time.

### Essentials Criteria

- Current member of Girlguiding
- Aged 16-30 (at commencement of role)
- Enthusiasm for supporting and empowering girls and women
- Safer Guiding level 4 (to be completed within 120 days of appointment if not already held)

## Person Specification

Knowledge	Essential	Desireable
An in-depth understanding of the Guiding programme	X	
Knowledge of the aims and objectives of GGNWE	X	
A good understanding of the staff and volunteer structures in GGNWE and how they interact		X
Skills and abilities		
Excellent communication skills	X	
Strong organisational skills and ability to work on own initiative	X	
Able to think strategically and translate the national strategy to GGNWE level		X
Ability to work with information of a confidential or sensitive nature	X	
Able to effectively chair meetings		X
An understanding of social media and marketing		X
Ability to motivate and inspire both young members (aged 14-18) and adult volunteers (aged 18-30)	X	
Personal qualities		
An open and approachable personality	X	
A high degree of personal integrity	X	
A commitment to ongoing personal development	X	

# Application Process

Do you want to apply? Or do you know someone who would be great for the role? If so, here is the process:

## Ready to apply?

Then you can go straight to the application process. This can be done by completing the form attached here: <https://forms.office.com/e/DjeyrW4xSg>, including a personal statement of no more than 1000 words about what you can offer GGNWE, using the role description as a reference.

To accompany this, we ask that you seek two references to support your application. At least one of these should be from an active Girlguiding member who has held one of the following positions in the past five years:

- A lead volunteer role at regional level
- A Commissioner role

The second referee could be someone from outside Girlguiding. All referees should be aged 18 or over, and should not be related to you.

In support of your application, they will need to refer to the role description, providing details of why they feel you are the ideal applicant for the role of Assistant Chief Commissioner. A supporting statement will be requested from them by the region office once you have applied.

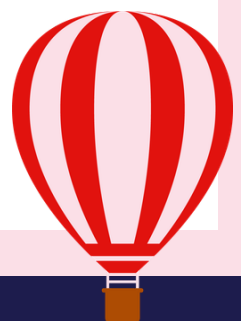
The applicant's GO record will also be referred to during the process, so please ensure that it is up to date.

The deadline for applications is **27 April 2026 9am**

If you would like help with thinking about the practicalities of what is involved, such as details of the time commitment, or other factors, the Region Chief Commissioner and Region Deputy Chief can be contacted for informal conversations. Please contact them via [rona.rommel@girlguidingnwe.org.uk](mailto:rona.rommel@girlguidingnwe.org.uk) or [tracey.johnson@girlguidingnwe.org.uk](mailto:tracey.johnson@girlguidingnwe.org.uk).

Please note that this is a voluntary role.

If you have any questions at this stage, please contact Kelly Hunter at [kelly.hunter@girlguidingnwe.org.uk](mailto:kelly.hunter@girlguidingnwe.org.uk)



# Application Process

### To apply:

- The closing date is Monday 27 April at 9am.
- Interviews will take place in May, at the Region HQ, Guiding Road, Preston, PR2 5PD.
- To apply for the role, please fill in the form below:  
<https://forms.office.com/e/DjeyrW4xSg>

