



# Girlguiding on your CV

**Through the activities you do and the roles you take on in Girlguiding, 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 Girlguiding

### Teamwork:

- When you plan meeting activities for girls with your fellow volunteers, by sharing out tasks and communicating with each other, you're showing that you can work effectively as part of an intergenerational team.

### Leadership:

- From running a game at Rainbows to learning how to run a unit through our leadership development programme or becoming a commissioner, you're building the skills to be and show that you're a confident and capable leader.

### Diversity and inclusion:

- Whether it's understanding the needs of a girl with a caring responsibility or fellow volunteer with a disability, by making adjustments to accommodate, include and welcome them, you're gaining real life experience.

### Organisation:

- Planning and delivering your programme for girls, taking charge of the unit's shopping list, making sure your records are up to date on GO, even keeping your meeting place in good shape - these things show that you're organised and efficient.

### Budgeting:

- Do you do the accounts for your unit? Or have you budgeted for an activity, camp or event you've run for girls or volunteers? These tasks help you build great transferable finance skills.

### Motivation:

- Gaining any award or qualification in guiding, from an interest badge to the leadership development programme, shows that you are reliable and can work independently.

### Communication:

- If you're making contact with parents, commissioners, young members and outside contacts via email, or offering them a warm welcome to meetings or events in person, then you're demonstrating your excellent communication and customer service skills.

That's not to mention the more specific skills that **different roles** give you. For example, **being a public relations advisor** means you'll have experience of working with social media and communications channels. **Being a leader** in charge at a camp shows that you can plan events and oversee projects from start to finish. **Being a trainer** means you can develop your skills in teaching and inspiring others to learn. When writing applications, make sure you highlight the specific range of skills you've developed through your guiding roles.

## Give examples of...

Sometimes you'll 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.

### Teamwork...



I am a Girlguiding leader and part of a team of volunteers who lead a group of 10 to 14 year old girls (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.

### Leadership...



As a Girlguiding volunteer I help run activities, challenges and adventures for girls 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 informed. The holiday ran smoothly and feedback from the girls was very positive.

### Diversity and inclusion...



As a Girlguiding volunteer, I help ensure my local group is a welcoming and inclusive environment for new volunteers, girls and their parents or carers. Through Girlguiding's inclusion training I've learnt what protected characteristics are and practical ways to make my local group more inclusive. For example, how to support members by understanding any additional needs they have. And creating adjustment plans so they're able to join in the fun Girlguiding has to offer.

### Organisation and planning...



I am a member of the Anytown Ranger Unit, part of Girlguiding. Members are aged between 14 and 18. 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.

### Communication...



As a Girlguiding young leader I help running sessions for a local Guide group of girls 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.

# Hints and tips for using guiding to stand out to employers

## Jargon busting

Remember that as a member of Girlguiding, terms like LDP, Ranger Gold award and Queen's Guide award have a specific meaning to you – but to someone who has no involvement with Girlguiding, it's like speaking a different language. Make it easy for employers to understand what you're talking about so they don't miss the valuable skills you've developed through guiding, for example:

**The Queen's Guide award is the highest award in Girlguiding and develops many skills. As part of the award's community action challenge I learnt about sustainability and have shared this knowledge with other members.**

## Where to place Girlguiding on your CV

There are several different ways you can highlight guiding on your CV to make it stand out. There's no right or wrong way but places to consider are:

- Under 'experience' – if you have limited professional experience you can add your volunteer position here, making sure to identify the role as volunteer. For example, 'volunteer young leader' or 'volunteer helper'.
- In a separate 'voluntary work' section – this focuses employers on the fact that you are prepared to dedicate your time, energy and expertise for free for something you are passionate about.
- Under 'hobbies and interests' – to emphasise your skills, interests and achievements outside of work that are relevant to the role you're applying for.

## Specific personal development training

Your CV can also showcase your drive to keep growing. You can highlight the courses you have completed as part of your Girlguiding volunteering be it 'finding solutions' as part of your **young leader development programme** or 'managing the unit's money' as part of your **leader development programme**. Have a look back at the task sheets you completed for the young leader development programme or the different courses you've done on the **learning platform** to remind yourself of the experience you've gained.

## Don't forget LinkedIn!

LinkedIn is a free professional networking website which can help you connect with people and create opportunities by showcasing your own professional story through experience, skills and education in paid and or voluntary positions.

By adding your Girlguiding volunteer roles and qualifications to your profile, remembering to avoid jargon, you can:

- Show the skills, qualities and experiences you have.
- Highlight your personal interests and commitment to a cause.

**Have a look at #Girlguiding on LinkedIn to explore how other volunteers like you are shouting about their experience!**