

Role Title	Voluntary ICS Selector
Organisation	Challenges Worldwide - International Citizens Service (ICS)
Location	Edinburgh & London
Context	<p>Challenges Worldwide is a pioneering social enterprise based in Edinburgh, Scotland. We believe that by supporting the development of fair and inclusive local economies we can help alleviate poverty and bring a lasting positive impact to communities in low- and middle-income countries. We support entrepreneurs and enterprises to strengthen their skills and abilities, helping them grow businesses that generate income, sustainable economic growth and employment.</p> <p>Challenges Worldwide are one of 10 organisations delivering the International Citizen Service (ICS) programme, which is funded by the UK Government. Challenges Worldwide ICS offers young volunteers aged 18-25 the opportunity to work with small to medium sized enterprises (SMEs) on 12 week placements. Volunteers live with a host family in the community and work alongside national counterparts to provide important structured support to an assigned enterprise to contribute to that enterprise's growth. Throughout the placement UK and national volunteers also have the opportunity to build on their own professional skills and personal qualities and to enhance their employability.</p> <p>The role of an ICS selector is vital to the volunteer assessment process. Selectors will assess the suitability of applicants against the ICS selection criteria through structured one-to-one interviews and observing group activities. This is a great opportunity to engage with the leading international volunteering programme in the UK and to support young people at the beginning of their Challenges Worldwide ICS journey.</p> <p>Assessment days generally run from 9.30am – 6pm, and can be full on and tiring days, therefore we require selectors to have stamina, flexibility and enthusiasm. Selectors will be able to utilise skills and information gained through previous voluntary experiences, and have an opportunity to build strong assessment and facilitation skills.</p>
Skills, Experience and Personal Qualities	<p>Essential</p> <ul style="list-style-type: none"> ▪ Experience of / interest in overseas volunteering ▪ Fluent written and spoken English ▪ Good communication skills, in particular good listening skills ▪ Ability to record evidence of what candidates say and do, and to classify and evaluate this evidence against ICS selection criteria ▪ Ability to work individually and as part of the selection decision making team ▪ The ability to act objectively and with a non-judgemental approach ▪ Sensitivity, patience, flexibility and stamina <p>Desirable</p> <ul style="list-style-type: none"> ▪ Experience and understanding of the ICS programme / similar international volunteering programme ▪ Experience of working with and supporting young people from a variety of backgrounds ▪ Experience in facilitation and coordination
Main Responsibilities & Requirements	<p>Responsibilities</p> <ul style="list-style-type: none"> ▪ Observe candidates throughout group activities and take detailed notes of behaviour, actions and what candidates say. ▪ Conduct one-to-one interviews and record evidence ▪ Participate in the end of day discussion and make decisions about candidates as part of the selection team, based on evidence gathered throughout the day and using ICS assessment methodology and dimensions.

	<p>Requirements</p> <ul style="list-style-type: none"> ▪ To attend a selector training session and observe at least one Assessment Day before selecting independently ▪ Commit to selecting at a minimum of 8 Assessment Days per year ▪ Availability between 9.30am – 6pm on Assessment Days
<p>Benefits</p>	<ul style="list-style-type: none"> ▪ Selectors will be provided with detailed instruction, support and materials while training as a selector ▪ The opportunity to gain and develop assessment, interview and facilitation skills ▪ Challenges Worldwide staff / Assessment Day Leads will offer continual and structured feedback to selectors regarding performance to ensure continuous learning and personal development ▪ Reimbursement of travel expenses (up to a limit of £50)
<p>To Apply</p>	<p>Please send your CV and a cover letter detailing why you are interested in and suited to the role of a selector to Nicola Smith at nicola.smith@challengesworldwide.com.</p> <p>Selector Training Dates: Edinburgh – Wednesday 7th September, 1pm-6pm London – contact Nicola for next upcoming date.</p> <p>If you have any questions regarding the role please contact Nicola at the email address above or on 07584637913.</p>