

24th World Scout Jamboree – West Virginia, USA

Kent Scouts Leader Specifications

Unit Leader, Deputy Leader and Assistant Unit Leaders

The World Scout Jamboree offers a unique experience to each participant who attends and provides them with opportunities to develop their independence and self-confidence. The role of the Unit Leadership Team is key in making sure that all participants in the Unit have a positive Jamboree experience – from the moment a young person applies to be a member of a Jamboree Unit through to the final Unit weekend, after return home from the Jamboree.

The Vision for the UK Contingent to the 24th World Scout Jamboree builds on The Scout Association's strategy: Scouting for all:

The UK Contingent Team will deliver a unique international adventure shaped by young people, where contingent members will develop personally and have a positive longer term impact on Scouting and beyond.

A Jamboree Unit Leadership Team is made up from a Unit Leader, a Deputy Unit Leader and two Assistant Leaders. The table below indicates some of the skills and experiences that would be beneficial for those applying for a role. You may not have all the skills listed, but you should be able to help deliver a truly youth shaped experience. Please use the table and role descriptions to help focus your application and don't forget that many skills and experiences are transferable from other situations (e.g. family life, work, other voluntary commitments).

You should bear in mind that the Jamboree is physically, mentally and emotionally demanding. Applicants should be aware of the nature of what is expected and be confident that they are able to contribute to all aspects of the Jamboree experience.

The Jamboree experience may last up to three weeks subject to final confirmation on the makeup of the experience and therefore you will need to be sure you have the support of employers and family to be able to commit to the event. Further, there will be a significant number of weekend and evening commitments in preparation and you should be confident you have time available amongst other commitments to fulfil the obligations of the role.

	Unit Leader / Deputy Unit Leader		Assistant Unit Leader	
	Essential	Desirable	Essential	Desirable
Experience of:				
Working with or understanding 12-18 age group	✓		✓	
Camping for extended periods		✓		✓
Previous Jamboree experience / other relevant international experience		✓		✓
Working and delivering projects on budget		✓		✓
Implementing the methods, values and key policies of The Scout Association or Girlguiding	✓		✓	
Managing a camp environment, including cooking, hygiene and cleaning	✓		✓	
Skills and Knowledge				
Have (or be willing to work towards) a leadership Wood Badge / Hold the Girlguiding Leadership Qualification	✓		✓	
Planning or project skills in putting together team building and training events	✓			✓
Management skills in working with adults	✓		N/A	N/A
Strong team working skills	✓		✓	
Strong leadership skills in working with young people	✓		✓	
Delegation skills	✓			✓
Decision-making skills	✓		✓	
Commitment to and understanding of diversity and equality issues within a multicultural environment	✓		✓	
Communication skills	✓		✓	
Create and maintain a safe and positive environment for young people and adults during Jamboree	✓		✓	
Promote and safeguard the welfare of young people in your care by upholding the Yellow Card at all times	✓		✓	
Characteristics				
Have the confidence and awareness to lead and inspire a Patrol of young people in another country	✓		✓	
Adaptable	✓		✓	
Calm under pressure	✓		✓	
Able to maintain a sense of humour	✓		✓	
Able to deal with difficult situations and manage challenging behaviour and circumstances	✓			✓
Communicative and personable, and have access to email and internet	✓		✓	
Emotionally committed to delivering the UK Contingent Vision, specifically around supporting youth shaped experience and delivering personal development	✓		✓	
Able and keen to take part in activities when necessary	✓		✓	

Unit Leader Role Description

Responsible to:	Nominee of County Commissioner
Responsible for:	Deputy Unit Leader, Assistant Unit Leaders (x2) and Youth participants
Main Contacts:	County Commissioner and Deputies
Internal:	Unit Leadership teams of other Jamboree Units Assistant County Commissioners, County Advisors and Scouters County Media Development Manager District Commissioners (or nominees) Events Team UK Contingent Leader UK Contingent Management & Support Team
External:	Girlguiding Parents/Carers of young people in Unit Sponsors and supporters of the Jamboree Unit Media contacts (in partnership with County Media Development Manager)
Role Summary:	To lead and manage a Jamboree Unit attending the 24 th World Scout Jamboree. To uphold and enact the values of Scouting (care, co-operation, belief, respect and integrity) at all times. To promote and safeguard the welfare of young people by following the Yellow Card at all times. To be committed to and have an understanding of diversity and equality.

Main Activities:

- To attend the World Scout Jamboree in North America and be responsible for the safety and operation and wellbeing of the Unit.
- To manage and mentor the development of the Unit leadership team.
- To engage with the UK Contingent team to support a youth shaped experience and ensure personal development goals for the Unit are met.
- To set and monitor budgets and manage the finances of the Unit within guidelines set by the County (with appropriate support).
- To have completed the Wood Badge or achieved a reasonable amount of development as agreed with the UK Contingent.
- To ensure that all members of the Unit (Leaders and Participants) develop new skills (both hard and soft) that will allow them to take back for the benefit of the local Scouting and their wider community.
- To be involved in the process of selecting youth participants for the Unit.

- To ensure that the experience is “Youth Shaped” and that participants are involved in decision making at all levels.
- To be the main contact for the UK Contingent and to pass on information about the UK Contingent’s preparations.
- To attend UK Contingent events (training days, weekends, etc) and to work closely with UK Contingent Team members to ensure all relevant Unit preparations and administration meet deadlines.
- To work with, and possibly mentor, local members of the International Service Team to allow them to integrate into the Unit experience (this relationship can pay dividends if the Unit needs extra help or support during the Jamboree).
- To communicate all relevant information about the Jamboree to relevant parties (e.g. other Unit Leaders, young people and their parents/carers, County/Area/Region team, etc).
- To ensure a programme of activity, training and team building (including weekend camps and other Unit events) is developed for the Unit and leadership team to build a functioning and cohesive team in time for the Jamboree.
- To encourage fundraising by the young people in the Unit.
- To ensure the production of a visual identity (in accordance with UK Contingent guidelines) and “merchandise” for the Unit (if desired); i.e. t-shirts, badges, etc; in partnership with other Unit Leaders and young people.
- To ensure that a member of the team works with the Contingent Management Team Member (Communications) and the County Media Team to identify Unit stories and make full use of the publicity generated from the Jamboree.
- To ensure that a member of the team liaises with the County Media Team to create appropriate communication tools (i.e. email lists, forums, blogs, websites, etc).
- Contribute to the review and feedback process as required.
- Undertake regular reviews with the County team to ensure the expected level of development is achieved by the Unit.
- To uphold and enact the values of Scouting (care, co-operation, belief, respect and integrity) at all times.
- Promote and safeguard the welfare of young people by following the Yellow Card at all times.
- To demonstrate commitment to and understanding of diversity and equality.
- Any other duties as may be reasonably requested by the County Commissioner (or nominee) and the Contingent Leadership Team.

Deputy Unit Leader Role Description

Responsible to:	Unit Leader
Responsible for:	Assistant Unit Leaders (x2) Youth participants
Main Contacts:	County Commissioner and Deputies
Internal:	Unit Leadership teams of other Jamboree Units Assistant County Commissioners, County Advisers and Scouters County Media Development Manager District Commissioners (or nominees) Events Team UK Contingent Leader UK Contingent Management & Support Team
External:	Girlguiding Parents/Carers of young people in Unit Sponsors and supporters of the Jamboree Unit Media contacts (in partnership with County Media Development Manager)
Role Summary:	To assist the Unit Leader in leading and managing a Jamboree Unit attending the 24 th World Scout Jamboree. To uphold and enact the values of Scouting (care, co-operation, belief, respect and integrity) at all times. To promote and safeguard the welfare of young people by following the Yellow Card at all times. To be committed to and have an understanding of diversity and equality.

Main Activities:

- To attend the World Scout Jamboree in North America and support the Unit Leader in being responsible for the safety and operation and wellbeing of the Unit.
- To understand the Unit Leader Role Description and work closely with the Unit Leader to be able to deputise for the Unit Leader at any time, whether due to the planned or unplanned unavailability of the Unit Leader.
- To undertake area of works also described in the Assistant Unit Leader's Role Description, to ensure an even spread of workload and best utilisation of skills across the leadership team.
- To have completed the Wood Badge or achieved a reasonable amount of development as agreed with the UK Contingent.
- To ensure that the experience is "Youth Shaped" and that participants are involved in decision making at all levels.

- To contribute to the review and feedback process as required.
- To work with local members of the International Service Team to allow them to integrate into the Unit experience.
- Any other duties as may be reasonable requested by the Unit Leader.
- To uphold and enact the values of Scouting (care, co-operation, belief, respect and integrity) at all times
- Promote and safeguard the welfare of young people by following the Yellow Card at all times.
- To demonstrate commitment to and understanding of diversity and equality.

Assistant Unit Leader Role Description

Responsible to:	Unit Leader
Responsible for:	Youth participants Others (as agreed with Unit Leader, as appropriate)
Main Contacts:	County Commissioner and Deputies
Internal:	Unit Leadership teams of other Jamboree Units Assistant County Commissioners, County Advisers and Scouters County Media Development Manager District Commissioners (or nominees)
External:	Parents/Carers of young people in Unit Sponsors and supporters of the Jamboree Unit Media contacts (in partnership with County Media Development Manager)
Role Summary:	To assist the Unit Leader and Deputy Unit Leader in leading and managing a Jamboree Unit attending the 24 th World Scout Jamboree. To uphold and enact the values of Scouting (care, co-operation, belief, respect and integrity) at all times. To promote and safeguard the welfare of young people by following the Yellow Card at all times. To be committed to and have an understanding of diversity and equality.

Main Activities:

- To attend the World Scout Jamboree in North America and support the Unit Leader and Deputy Unit Leader in being responsible for the safety and operation and wellbeing of the Unit.
- To engage with the UK Contingent Team to support a “Youth Shaped” experience and ensure personal development goals for the Unit are met.
- To contribute (if necessary) to the financial management of the Unit.
- To contribute to the training and development of the Unit Leadership Team.
- To contribute to the review and feedback process as required.
- To work with local members of the International Service Team to allow them to integrate into the Unit experience.
- To have completed the Wood Badge or achieved a reasonable amount of development as agreed with the UK Contingent.
- Any other duties as may be reasonable requested by the Unit Leader.
- To uphold and enact the values of Scouting (care, co-operation, belief, respect and integrity) at all times.
- Promote and safeguard the welfare of young people by following the Yellow Card at all times.
- To demonstrate commitment to and understanding of diversity and equality.

You may also be required to assist in the following tasks as agreed with the Unit Leader:

- To be involved in the process of selecting youth participants for the Unit.
- To attend UK Contingent events (training days, weekends, etc) and to work closely with UK Contingent Team members to ensure all relevant Unit preparations and administration meet deadlines.
- To communicate all relevant information about the Jamboree to relevant parties (e.g. other Unit Leaders, young people and their parents/carers, County team, etc).
- To ensure a programme of activity, training and team building (including weekend camps and other Unit events) is developed for the Unit and leadership team to build a functioning and cohesive team in time for the Jamboree.
- To encourage fundraising by the young people in the Unit.
- To ensure the production of a visual identity (in accordance with UK Contingent guidelines) and “merchandise” for the Unit (if desired); i.e. t-shirts, badges, etc; in partnership with other Unit Leaders and young people.
- To ensure that a member of the team liaise with the County Media Team to create appropriate communication tools (i.e. email lists, forums, blogs, websites, etc).
- To work with the Contingent Management Team Member (Communications) and the County Media Team to identify Unit stories and make full use of the publicity generated from the Jamboree.

Specialist Activities:

One Assistant Unit Leader will be requested to take on the following specialist role within the Unit:

Communications Lead (“Communications Champion”)

The Unit’s communication champion will be responsible for sharing the magic of the Jamboree experience (from selection to returning home) with Scouting and Guiding within Kent. They will act as a focal point for Unit communications, working with the County Media Development Manager to develop and inform local media plans to ensure on-brand local coverage in local radio and newspapers. They will also be responsible for managing the Unit’s online presence (Unit website, Facebook, Twitter and Instagram) and developing young people in sharing their Jamboree stories via social media. The role will be supported by the UK Contingent Communications Team.

Other particular roles that an Assistant Unit Leader may be asked to take on may include:

- Administration Lead

Will take on the role of efficient handling of all the personal data for their Unit, ensuring the timely updating of the relevant systems operated by the UK Contingent Team.

- Youth Engagement Lead

We are striving to make this Jamboree truly Youth Shaped and this would be a role helping to make sure young people in the Unit have a say in the decision making and ensuring that the Unit is run by the young people in partnership with adult, involving the participants in all levels of decision making (visual identity, badge design, merchandise, training content weekend etc.)

- Personal Development Lead

Liaising with the UK Contingent Team to deliver a programme of development for the Unit.