

Person Specifications

Unit Leader, Deputy and Unit Leadership Team Members – Bedfordshire Unit to World Scout Jamboree

World Scout Jamborees are fantastic events and their impact on those that attend can be, in some circumstances, life-changing. Many young people and adults return from Jamborees exhausted but elated! The role of the Unit Leadership team is key in making sure that all the participants in the Unit have a positive experience of the Jamboree – from the moment they are selected right through until the end of the Jamboree experience (which may not be for many months after the Jamboree has actually ended).

Being a Unit Leader, Deputy Unit Leader or Unit Leadership Team Member is challenging but is also extremely rewarding. The below points indicate some of the skills and experiences that would be beneficial for those applying for a Unit Leader, Deputy Unit Leader or Assistant Leader role. Not everyone will have all the skills, and remember many skills and experiences are transferable from other situations (e.g. family life, work, other voluntary commitments). There are also many skills and experiences that would be valuable but we have not got room to list every desirable characteristic here. Please use this document (along with the role description) to help focus your application.

	Unit Leader/Deputy Unit Leader		Unit Leadership Team Member	
	Essential	Desirable	Essential	Desirable
Experience				
Working with or understanding 12-18 age group	✓		✓	
Experience of camping for extended periods		✓		✓
Have (or be willing to work towards) Explorer Scout leadership woodbadge	✓		✓	
Have (or be willing to work towards) appropriate Nights Away permit	✓		✓	
Jamboree/ international interest and/or experience	✓		✓	
Working to and delivering projects on budget		✓		✓
Have a clear understanding of the methods, policies and values of The Scouts	✓		✓	
Be prepared to work towards being ready to supervise a Patrol of young people on your own in another country by the time of Jamboree	✓		✓	
Skills and knowledge				
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	✓		✓	
Understanding of diversity and equality issues	✓		✓	
Communication skills	✓		✓	
Characteristics				
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	✓		✓	
Able and keen to take part in activities when necessary	✓		✓	
Robust physical and mental condition	✓		✓	

Please note:

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

Applicants should be aware that the Jamboree experience may last up to three weeks subject to final confirmation on the makeup of the experience and therefore will need to be sure they 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 applicants should be confident they have time available amongst other commitments to fulfil the obligations of the role.

Expectations and Commitments from the UK Contingent and County Team

As a member of Unit Leadership team you can expect the following support and guidance from:

The county local Team:

- Support with running the young person recruitment
- Support and advise for developing the budget
- Access to local mentors/ people with experience from previous world events to advise
- Regular review conversations , to identify and provide support for your own development and that of your team
- Upon request support with training or fundraising events with the young people for the unit
- Support with fundraising advice or grants towards the adult leaders Jamboree Fee (where possible)

The UK Contingent Team:

“The World Scout Jamboree is one of the largest outdoor education events for youth on the planet! Tens of thousands of Scouts from all over the world come together to camp outdoors and join in fun activities where they make new friends, learn about other cultures, and develop leadership skills that will last a lifetime.”

[World Organisation of the Scout Movement website](#)

As the UK Contingent, this is our aspiration for our young people and the leaders supporting them. For many this will be the longest trip without their families and the experiences will shape their appetite for further adventures and give them tools that will aid them in life and build a legacy of future Scouting volunteers.

To support our Unit Leadership teams there will be:

- Regular check ins with the Unit Support team
- Regular updates with new information and reminders for payments and data provision deadlines
- Face to face meetings for Unit Leaders and Unit Leadership teams
- Training to support Unit Leadership teams be prepared for the specific challenges a Jamboree brings and have the skills to support their young people
- On event support for welfare, emergencies, safety and safeguarding

Role Description- Unit Leader

Unit Leader – Bedfordshire Unit to World Scout Jamboree

Responsible to: Nominee of County/Nation Lead Volunteer

Responsible for:

- Deputy Unit Leader
- Unit Leadership Team Membership Team Members (x2)
- Youth participants

Main Contacts

Internal:

- Nation/County Lead Volunteers and County/Nation Teams
- County Advisers and County Scouters
- District Commissioners (or nominees)
- Headquarters: UK Contingents Office, UK Contingent Leader, UK Contingent Management & Support Team

External:

- Unit members
- Parents and supporters 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 World Scout Jamboree in Gdansk, Poland in 2027.

Main Activities:

- To attend the World Scout Jamboree in Gdansk, Poland and be responsible for the safety and operation of the Unit.
- To manage the Unit leadership team
- To set and monitor budgets and manage the finances of the Jamboree Unit within guidelines set by the County/Country and with appropriate support
- To be involved in the process of selecting youth participants for the Jamboree Unit
- To be the main contact for UK Headquarters to pass on information about the UK Contingent's preparations
- To attend Contingent events, training days/ weekends, etc and to work closely with UKHQ volunteers in order to ensure all relevant Unit preparations and administration meet UKHQ deadlines
- To communicate all relevant information about the Jamboree to relevant parties (e.g. other Unit Leaders, young people and their parents, UKHQ contacts, 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 the raising of funds by the young people in the Unit
- To ensure the production of "merchandise" for the Unit (if desired); i.e. t-shirts, badges, etc; in partnership with other Unit Leaders
- To ensure that a member of the team works with the Contingent Management Team Member (Communications) and the County Media Team to identify local Unit stories and make full use of the publicity generated from the Jamboree
- To ensure that a member of the team liaise with the County media Team to create appropriate communication tools (e.g. email lists, forums, blogs, websites, etc)
- Contribute to the review and feedback process as required

Any other duties as may be reasonably requested by the County Lead Volunteer (or nominee) and the Contingent Leadership Team.

Role Description- Deputy Unit Leader

Deputy Unit Leader – Bedfordshire Unit to World Scout Jamboree

Responsible to: Unit Leader

Responsible for:

- Unit Leadership Team Members (x2)
- Youth participants

Main Contacts

Internal:

- County Lead Volunteers
- County Leadership Team Members
- County Advisers and County Scouters
- District Lead Volunteers (or nominees)
- Headquarters: UK Contingents Office, UK Contingent Leader, UK Contingent Management & Support Team

External:

- The young people
- Parents and supporters 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 World Scout Jamboree in Gdansk, Poland in 2027.

Main Activities:

- To attend the World Scout Jamboree in Gdansk, Poland and support the Unit Leader in being responsible for the safety and operation 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 areas of work also described in the Unit Leadership Team Member's Role Description, to ensure an even spread of workload and best utilisation of skills across the leadership team
- Any other duties as may be reasonably requested by the Unit Leader

Role Description- Unit Leadership Team Member

Unit Leadership Team Member – Bedfordshire Unit to World Scout Jamboree

Responsible to: Unit Leader

Responsible for:

- Youth participants
- Others agreed with Unit Leader as appropriate

Main Contacts

Internal:

- District Lead Volunteers (or nominees)
- County Advisers and County Scouters

External:

- The young people
- Parents and supporters 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 and Deputy Unit Leader in leading and managing a Jamboree Unit attending the World Scout Jamboree in Gdansk, Poland in 2027.

Main Activities:

- To attend the World Scout Jamboree in Gdansk, Poland and support the Unit and Deputy Unit Leader in being responsible for the safety and operation of the Unit.
- To be a part of the Unit leadership team
- To contribute (if necessary) to the financial management of the Unit
- To contribute to the training and development of the leadership team
- Contribute to the review and feedback process as required
- To be involved in the process of selecting youth participants for the Jamboree Unit
- To attend Contingent events, training days/ weekends, etc and to work closely with UKHQ volunteers in order to ensure all relevant Unit preparations and administration meet UKHQ deadlines
- To assist in the communication of all relevant information about the Jamboree to relevant parties (e.g., young people and their parents)
- To support in the production of a programme of activity, training and team building (including weekend camps and other Unit events) is developed for the Unit in order to build a functioning and cohesive team in time for the Jamboree
- To encourage the raising of funds by the young people in the Unit
- To assist with the production of “merchandise” for the Unit (if desired); i.e. t-shirts, badges, etc; in partnership with other Units

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

- work with the County Media Team to identify local Unit stories and make full use of the publicity generated from the Jamboree
- liaise with the County Media Team to create appropriate communication tools (e.g. email lists, forums, blogs, websites, etc)
- Any other duties as may be reasonably requested by the Unit Leader

Specialist Activities:

One Unit Leadership Team Member will be requested to take on the following particular responsibilities within the Unit:

- Communications Lead –who will share the magic of the Jamboree with Scouts in their County/Country as well as with local radio, newspapers and television. Acting as the focal point for Unit communications they will work with

their County Media Development Manager to delivering fantastic stories and photos from their Unit as well as managing the Units online presence (e.g. Facebook, Twitter, Instagram, Website). This role will be supported by the UK CMT/CST and national media team.

Other particular roles that an Unit Leadership Team Member 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 Contingent Management Team.
- Youth Engagement Lead – 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 adults. This could include badge design, unit clothing, training content etc.