

Role Description

Unit Leader – West Sussex Unit - 25 World Scout Jamboree

Role summary

The Unit Leader is a volunteer who will inspire, and line manage a small team of adult volunteers (called the Unit Leadership Team). The team, working together will lead our Jamboree Unit (made up of 36 Young People) from West Sussex to attend the [25 World Scout Jamboree](#) (25WSJ) in Korea during summer 2023 as part of the UK Contingent.

The Unit Leader is expected to demonstrate and advocate our Scout values through their leadership and infuse the West Sussex & UK Contingent's vision into local actions and plans.

The safety and wellbeing of everyone attending the World Scout Jamboree is paramount, the Unit Leadership Team will ensure that the Unit is supported by and operating in accordance with The Scouts [safer Scouting policies and guidelines](#) at all times. The Yellow Card is an example of this good practice.

This is an adult role, and considering prior experience, the UK Contingent advise Unit Leaders and Assistant should be at least 18 years old by 1 January 2022.

The Scout values

- **Integrity** - We act with integrity; we are honest, trustworthy, and loyal.
- **Respect** - We have self-respect and respect for others.
- **Care** - We support others and take care of the world in which we live.
- **Belief** - We explore our faiths, beliefs, and attitudes.
- **Cooperation** - We make a positive difference; we co-operate with others and make friends.

West Sussex & UK Contingent Vision

The West Sussex & UK Contingent vision will deliver a unique and sustainable international adventure shaped by young people. Rising to the challenges faced, we will facilitate the development of all participants and strive to be the most inclusive West Sussex & UK Contingent ever. Through engaging the whole of the County and the wider Scouts on the journey, we will have a positive long-term impact both on Scouting and the local communities where we live.

Key information about the role

Responsible to County Commissioner and ACC (International)

Responsible for Deputy/Assistant Unit Leaders & Young people (participants)

Main contacts

Internal

- West Sussex Jamboree Support Team
- ACC (International)
- Parents and carers of young people participants
- Other 25WSJ Unit Leadership Teams
- UK Contingent Management and Support Teams

External

- Local media contacts
- Sponsors and supporters of the Jamboree Unit
- Other local supporters

Appointment term

The role is likely to last until January 2024. The holder will be appointed by the West Sussex Support Team in conjunction with the Appointments Committee following [the appointments process](#).

Personal development requirements

[Getting Started training](#) and the [relevant wood badge](#) (formal training recognition) for the role must be completed.

The Scouts' [Safety](#), [Safeguarding](#) and recognised [First Aid](#) ongoing learning must be maintained.

The role holder should hold or gain a Scouts' [Nights Away permit](#) (Campsite level). You will need to ensure your unit leadership team are up to date or gain these vital modules.

Time commitment

This role will involve a significant investment of your time, while commitment can be planned there will be absolute need for flexibility. As well as the potential of three weeks away at the Jamboree itself, there will be several Unit camps and day events that will need to be planned and run over various weekends and evenings, in the build up to the Jamboree, to enable the Young People to be prepared for their experience.

Consideration should be given to any pre-existing Scout roles and commitments before applying for Unit leader.

Main activities

In your role you will:

- attend the 25 World Scout Jamboree in SaeManGeum Korea during 2023.
- be responsible for the wellbeing, safety, and operation of the Unit.

- develop a close working relationship with the West Sussex Support Team and of course your Unit Leadership Team, clearly delegating responsibilities.
- manage and mentor the development of an empowered Unit Leadership team.
- take action to create a diverse, youth shaped, inclusive culture.
- set and monitor budgets and manage the finances of the Unit for the 'additional costs' within guidelines set in conjunction with West Sussex Scouts. 'Additional costs' is defined as the finances required by the unit to operate over and above the participant fee ('core fee') set by the UK Contingent.
- work closely with West Sussex Jamboree Support Team and UK Contingent Team members to ensure all relevant Unit preparations and administration are completed, including meeting the required deadlines.
- contribute to regular reviews with your line manager and the West Sussex Jamboree Support Team to monitor the development of the Unit.

As an individual and as part of the Unit Leadership team you will:

- create and support a youth shaped approach that involves young people in all key decisions, planning and operations.
- act positively to ensure the Unit Leadership team and young people cooperate in an open, inclusive, and respectful way. Appropriately challenging negative behaviours.
- attend UK Contingent preparation events (virtual events, training days, weekends*, etc).
- be involved in a fair, inclusive and youth shaped selection of young people participants.
- prepare the Unit for the event guided by the UK Contingent's vision, communications, guidelines, and best practices shared.
- develop and deliver a programme of activities, training, and team building (including weekend camps and other Unit events) for the Unit and leadership team to prepare and build a functioning and cohesive team in time for the 25WSJ.
- help create an identity in line with the UK Contingent brand guidelines and merchandise for the Unit if desired. Examples: t-shirts, badges.
- champion the personal development opportunities for every individual within the Unit.
- plan, support and encourage fundraising by the young people in the Unit.
- engage with West Sussex scouting to ensure the Jamboree has a positive impact with as many people as possible and creates a long-term legacy for West Sussex scouting and the community.
- build relationships with, and possibly mentor, West Sussex members of the International Service Team to allow them to integrate into the Unit experience (this will pay dividends if the Unit needs extra help or support during the 25WSJ).
- communicate all relevant information about the 25WSJ to relevant parties (Examples: other Unit Leaders, young people and their parents/carers, County/Nation / British Scouting Overseas team, etc).
- contribute to the West Sussex review and feedback process as required.

- any other duties as may be reasonably requested by your line manager, West Sussex Support Team and the UK Contingent Leadership Team.

*Outline proposed dates of UK Contingent 'Unit Leader weekends' 23/23 January 2022 and 20/21 May 2023