



**SCOUTING
IRELAND**



CONTINGENT SUPPORT TEAM OPEN CALL



World Scout Jamboree 2019 Irish Contingent



World Scout Jamboree- Irish Contingent Support Team—Open Call

Overview

The 24th World Scout Jamboree will be held at the Summit Bechtel Family National Scout Reserve in West Virginia from July 22 to August 2, 2019. The Jamboree will be hosted by the United States, Canada, and Mexico. The theme is Unlock a New World. Scouting Irelands vision for the Jamboree is:

Young People and Adults Working Together using the Scout Method to achieve an opportunity of a life time, unlocking new adventures, new cultures and new friendships.

We are holding an open call for Scouters who share our vision and are interested in working on the Jamboree Support Team in the following roles:

- Reporting to the Contingent Management Team—Team Lead Participants—David Shalloo
 - Troop Liaison Support
 - Patrol Leader Liaison Support
 - International Service Team Coordinator
 - Participants Welfare Coordinator
- Reporting to the Contingent Management Team—Team Lead Operations—James O'Toole
 - Financial Support
 - Administration Support
- Reporting to the Contingent Management Team-Team Lead Jamboree Support—Serena Scully
 - Communications Support
 - Irish Contingent Support Hub
 - Green Coordinator

Interested Scouters should submit a Scout CV and a letter of introduction before the closing date of the 16th August 2017 to the following email address wsj2019@scouts.ie

All applicants must be available for interview Week Commencing 21st August 2017. Applicants may be shortlisted, At least two applicants will be called (if more than one applies for a position)

We will be holding separate open calls at a later date for the following positions: Troop Programme Scouters, Irish Programme, Irish House.

The appointment is for a term of approximately two years from appointment

The demands of the Jamboree Support Team are significant, (through preparation, the event itself, and then post event evaluation and reporting) At a minimum it is envisaged one team meeting a month. You must be available to attend contingent weekends in the lead up to the Jamboree, and the Jamboree itself for approximately three weeks in July/ August 2019

Looking forward to hearing from you,

Yours in Scouting

Stephanie McCann, Kieran Cody

Heads of Contingent – WSJ 2019



Job Specifications

Troop Liaison Support

- Acts as the main point of contact between Contingent Management Team and Troops
- Develops a strategy to ensure a common approach amongst all troops, ensuring all participants have a similar world class experience
- Supports Troop Scouters before, during and after 2019 WSJ
- Assists with the recruitment of Troop Scouters and Participants
- Develops the pre jamboree programme and training as required
- Operates within the auspices of youth led programme.
- Reports to the Participants Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.

Patrol Leader Liaison Support

- Acts as the main point of contact between Contingent Management Team and Patrol Leaders
- Previously a Patrol Leader on a World Scout Jamboree
- Reports to the Participants Team Lead
- Assists with the recruitment of Troop Scouters and Participants
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.



International Service Team Coordinator

- Coordinates and promotes the participation of Irish Scouts/ Scouters in the Jamboree as International Service Team Members
- Works with the 2019WSJ IST Coordinators and Participant Team Lead in matching skills with IST Positions
- Assists with the recruitment of the International Service Team
- Creates an atmosphere of participation and fun, ensuring full involvement with the contingent in the run up and during the Jamboree
- Acts as a point of Contact for the 2019WSJ IST Coordinators and the Irish Contingent
- Develops an after Jamboree experience for IST participants
- Reports to the Participants Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.

Participant Welfare Coordinator

- Develops a strategy to support all participants, Scouts, Scouters and IST before and during the jamboree
- Assists with the recruitment of the International Service Team, of Troop Scouters and Participants
- Plans and Implements relevant CISM Training for CMT, CST, Programme Scouters and Patrol Leaders
- Reports to the Participants Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.

Financial Support

- Monitors and maintains budget and control
- Supervises the recording of all income and expenditure
- Reports to the Operations Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.



Administration Support

- Minutes all Contingent Management Team Meetings and distributes same
- Processes all Participant Applications and assists in the allocation to troops
- Processes all IST Applications
- Develops a process to ensure Medical, Passports, ESTA, Travel Insurance details are captured and stored safely
- Reports to the Operations Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.

Communications Support

- Works with the JST (Jamboree Support Team) to implement the Marketing and Communications Plan for the Jamboree
 - Establishes and Maintains Media Contacts
 - Maintains Irish Contingent Social Media interaction
 - Pre Jamboree Information Days
- Training and Co- coordinating the young Spokesperson/ Media Team
- Understands the appropriate Scouting Ireland policies
- Reports to the Jamboree Support Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.



Irish Contingent Support Hub

- Works with the JST (Jamboree Support Team) to develop a plan to best support the team at the jamboree
- Plans and sets up a support hub in the contingent Tent, including rosters, equipment, and strategy.
- Plans and sets up a front of house to promote Irish Scouting and the 2021 World Scout Moot 2021, including rosters, equipment and strategy.
- Sets up a drop in/ chill area for Contingent Scouters and Patrol Leaders
- Reports to the Jamboree Support Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.

Green Coordinator

- Develops the “Go Green in 19” concept as the framework for the 2019 Irish Contingent to the 24th World Scout Jamboree
- Works with Troop, Scouters and Patrols in developing and implementing ‘Green Projects’ ahead of the 2019 World Scout Jamboree
- Provides support to troops in research for ‘Green Projects’
- Works within the Better World Framework
- Develops workshop for 2019 WSJ Global Development Village
- Reports to the Jamboree Support Team Lead
- Attends meetings of the Jamboree Support Team
- Carries out any other functions or duties as required by the Heads of Contingent and his or her designee.