



Australian Contingent European Jamboree 2020

Position Description

Deputy Contingent Leader

A new inspiring Scout and Guide adventure awaits you in the European summer of 2020. After the last EuroJam of 2005, held in the United Kingdom, the European Jamboree returns to gather young people from all over Europe and the world in Gdańsk, Poland to celebrate Scout and Guide values, strengthen our international community and provide young people around the world with the opportunity to meet and learn from each other.

Scouts, Venturers and Rovers, being supported by Leaders from all over Australia, will share a unique experience of exploration, culture and friendship. A short pre-jamboree camp will take in the sights of one of Europe's major cities and then on to the Jamboree.

The Australian Contingent is seeking a team of talented, dedicated and enthusiastic Adults to plan and execute the Australian Contingents adventure including pre tour.

If you think you have what it takes...

Position Objective

As a key Contingent Executive role, the Deputy Contingent Leader will work closely alongside the Contingent Leader in leading the Contingent Team to plan, coordinate, and deliver a successful international event.

Key Responsibilities

- Be a member of the Contingent Executive
- Work closely with the Contingent Leader (CL) to plan and execute the successful operation of the Contingent
- Work in support of the CL in leading and managing the Contingent Management Team (CMT).
- Support development of a detailed risk management plan encompassing all aspects of the event.
- Support CL with coordination of flight arrangements for the Contingent.
- Represent the Contingent on behalf of the Contingent Leader when necessary.
- Be an enthusiastic representative of the contingent during the advertising process.
- Be prepared to fill any gaps necessary in the CMT.
- Assist in the mentoring of the Assistant Contingent Leaders and other CMT staff.
- Have a high level of attention to detail, excellent written and verbal communication skills, and keep detailed records of conversations and arrangements.
- Assume control of the contingent should the Contingent Leader not be able to fulfil their duties. (Subject to approval from International Commissioner)

Key Selection Criteria

- Have successfully performed in other major event roles through Scouting or similar organisations at a senior level.
- Experience in leading groups in international travel.
- Have excellent IT skills and the ability to deal with complex spread sheets, mail merge and other online software.
- Demonstrated ability to work as a team and mentor younger members.
- Have completed basic sectional training prior to the commencement of the event.



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Time Commitment

This position requires a significant time commitment in the lead up to the event. It would not be unusual to spend 5-10 hours per week, most weeks on the project and in the final 4 months prior to the event this is expected to increase to around 20 hours per week.

Applicants should ensure they have the flexibility in their time to be able to accommodate this significant contribution and be available during the lead up to and full duration of the event including pre tour. This is a volunteer position.

How to Apply

Applications should be forwarded by email to the Contingent Leader, James Carfax-Foster eurojam2020@scouts.com.au by 23 November 2018.

Your application should include:

- A brief history on yourself and your Scouting background;
- Details on your current Scouting role(s) and commitments;
- Prior relevant experience;
- Your vision for the role;
- Address the key selection criteria;
- Include contact details for 2 relevant referees;
- and why you feel you are the best candidate for the position