



## Role Description for: Unit Leader – GLNE Unit to World Scout Jamboree

**Responsible to:** Nominee of County Commissioner

**Responsible for:** Assistant Unit Leaders (x3)

**Main Contacts Internal:**

- County Commissioner and Deputy County Commissioners
- Team Global
- Unit Leaders and Assistant Unit Leaders of other Essex Jamboree Units
- Assistant County Commissioners in the County
- County Advisers and County Scouters
- District Commissioners (or nominees)
- Headquarters: UK Contingents Office, UK Contingent Leader, UK Contingent Support Team

**External:**

- Girlguiding UK
- Parents and supporters of young people in Unit
- Sponsors and supporters of the Jamboree Unit
- Media contacts (in partnership with County Media Team)

**Role summary:** To lead and manage a Jamboree Unit attending the 22nd World Scout Jamboree in 2011.

### **Main Activities:**

- 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 and with appropriate support
- To be involved in the process of selecting youth participants for the Jamboree Unit
- To be the main contact for Headquarters to pass on information about the UK Contingents preparations
- To attend Contingent events, training days/ weekends, etc and to work closely with HQ volunteers in order to ensure all relevant Unit preparations and administration meet HQ deadlines
- To communicate all relevant information about the Jamboree to relevant parties (eg Assistant Unit Leaders, young people and their parents, HQ 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 co-ordinate a fundraising strategy across the unit encouraging young people to raise funds collectively and individually.
- To oversee the production of “merchandise” for the Unit (if desired); ie t-shirts, badges, etc; in partnership with other Unit Leaders
- To work with the County Media Team to identify local Unit stories and make full use of the publicity generated from the Jamboree
- To liaise with the County media Team to create appropriate communication tools (eg 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 Commissioner (or nominee)