Template role description, replace highlighted text with local information < delete this line (note there is one on page 5 too!)

**Unit Leadership Team Application Form**

### Part 1 – Before you start

Thank you for considering joining the <location details> Unit Leadership Team.

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

### Tips to make your best application

Please read through this whole form before completing it.

If you have any questions please contact <local contact details>. We also recommend reading the support information on [scouts.org.uk/wsj](http://www.scouts.org.uk/wsj) <and attending (insert details of any local Unit Leader promotion events)>

### How to apply

We welcome written or video applications.

Whatever type of application you make, you must complete part 2 of this form.

We would also value that you complete the UK Contingent’s [Equality Monitoring Form](https://app.smartsheet.com/b/form/42f64007ff21449fa713d81d7c98ac3d).

Your application form and video (if applicable) must be emailed to <local contact details> before noon on <local deadline>.

### We welcome everyone to apply

We’re supporting the UK Contingent’s vision to be the most inclusive UK Contingent to attend a World Scout Jamboree. There should be no unnecessary barriers to anyone becoming part of our Unit Leadership Team.

If you need help completing your application or assistance <to attend our selection event>, you should contact us.

All requests will be treated with respect and confidence.

### Acting on our dreams

We need to stand behind the commitments we make. It is important that we can demonstrate that we’re recruiting from the diverse communities.

It is really important to us that you take 2 minutes to also [complete the UK Contingent’s Equality Monitoring Form](https://app.smartsheet.com/b/form/42f64007ff21449fa713d81d7c98ac3d).

### We take your privacy seriously

The information collected on this form and connected communications will only be used in connection with the application process for the Unit Leadership Team. <Insert local Scout charity data protection notice>

Some anonymised diversity monitoring information will be retained by the UK Contingent when we have completed the selection process.

For more information see the UK Contingent’s [Data Privacy Statement](https://www.scouts.org.uk/volunteers/running-your-section/international-scouts-and-events/international-events/wsj/about-the-uk-contingent/data-privacy).

### Process timeline

Noon <Date>- All applications must be received.

<Date> – Our aim to inform all shortlisted candidates.

<Date> – <Our planned selection event… Please contact us if this date or venue would be a problem for you.>

**Part 2 – Your information**

This part must be completed for both written or video applications.

|  |  |
| --- | --- |
| Name |  |
| Email |  |
| Contact phone number |  |
| Address |  |

|  |  |
| --- | --- |
| Scout Adult Membership number |  |

|  |  |
| --- | --- |
| Are you aged 18 years or older on 1 January 2022 ? | Yes / No |

|  |
| --- |
| Primary Scout role |
|  |

|  |  |  |
| --- | --- | --- |
| Group | District | County / Area / Region |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| What is your preferred role(s) that you are applying for? (first, second, third) | | |
| Unit Leader | Deputy Unit Leader | Assistant Unit Leader |
|  |  |  |

|  |  |
| --- | --- |
| Reminder: have you completed the Equality Monitoring Form | Yes / No |

**Part 3 – Your roar!**

The following section can be provided via video or written application.

If you are providing a video application. You should record one video and answer the same questions. Video applications must not exceed the word count.

([You can count words in Microsoft Word by highlighting your answer, then select Review > Proofing > Word Count](https://support.microsoft.com/en-us/office/show-word-count-3c9e6a11-a04d-43b4-977c-563a0e0d5da3))

|  |
| --- |
| In December 2023, after the completion of the 25 World Scout Jamboree, tell us what you have achieved in your Unit Leadership role to help us deliver our vision.  (100 words max) |
|  |

|  |
| --- |
| Please tell us why you are interest in joining the Unit Leadership Team for the 25 World Scout Jamboree??  (Max 200 words) |
|  |

|  |
| --- |
| Please provide details of relevant professional and voluntary experience or skills from either inside or outside of The Scouts that would make you an excellent candidate for this role. (Max 500 words) |
|  |

# We’ve got the eye of the tiger, here’s what we’re looking for!

During the application process we’ll be looking for how you demonstrate that you:

* understand and believe in delivering the vision for the UK Contingent
* are passionate about Youth Shaping, Inclusion and sustainability
* have a positive mindset and always look for a solution to challenges
* would be able to manage and lead/work with a team of volunteers directly and remotely
* are organised and efficient
* can manage multiple tasks simultaneously and meet deadlines
* are committed to personal development and development of Scouting and your community
* would be able to build good relationships and work effectively with other volunteers and staff at UK Contingent
* are a good communicator
* can work remotely, using e-mail and other communication tools
* are self-motivated and able to use your own initiative, whilst recognising the limits of your authority or others
* are excited about the experiences the 25WSJ can offer young people and volunteers
* are able to work in a team or independently as required
* are able to remain positive despite what challenges you may face during the project
* have or you are willing to complete the relevant training for your role before attending the 25 World Scout Jamboree
* will take responsibility to ensure that you are physically fit enough to deliver your role at the 25 World Scout Jamboree, taking into consideration the challenges and opportunities of the Jamboree site
* are able to provide space for visionary thinking and to act on that thinking
* will support the Join in Jamboree activities and promote the 25WSJ around <location>.
* will support fundraising opportunities for the Unit