

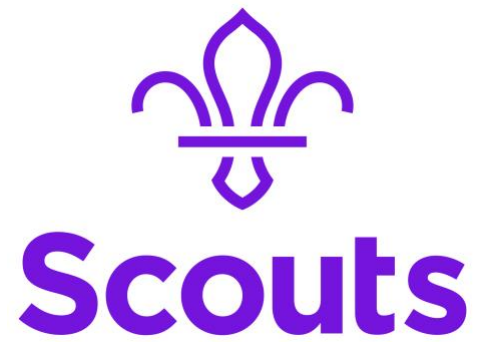


Preparing young people with skills for life

Join the Contingent Team to the World Scout Moot in Portugal 2025

Contingent Support Team Recruitment Pack

#SkillsForLife



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What we do

As Scouts, we prepare young people with skills for life. We encourage young people to do more, learn more and be more. Each week, we help over 362,000 young people aged 4-25 enjoy fun and adventure while developing the skills they need to succeed, now and in the future.

We're talking about teamwork, leadership and resilience – skills that have helped Scouts become everything from teachers and social workers to astronauts and Olympians. We help young people develop and improve key life skills. We believe in bringing people together. We're proud to be the UK's largest mixed youth movement celebrating diversity and standing against intolerance. We're part of a worldwide movement, creating stronger communities and inspiring positive futures.

What do volunteers do?

We are only able to help young people gain skills for life thanks to our dedicated team of over 141,000 adult volunteers. These support Scouts in a wide range of roles from working directly with young people, to helping manage one of our 7,000 local community-based Groups, to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship.

Our training scheme for volunteers means that adults get as much from Scouts as young people. Our approach focuses on what you want to get out of volunteering with Scouts, while respecting how much time you can offer. Over 90% of Scout volunteers say that their skills and experiences have been useful in their work or personal life.



Key facts and figures

- Over 141,000 adult volunteers in Scouting learn new skills, make new friends and make a positive impact in their communities.
- We are extending our reach, helping more young people to gain skills for life. Since 2013, we have opened over 900 new sections in areas of deprivation.
- We offer over 300 activities from abseiling and coding to drama and water-zorbing.

- Over a quarter of UK Scouting's membership is female.
- There are more than 60,000 young people on waiting lists – we need more volunteers to welcome these into the movement.
- Scouting offers hundreds of different volunteer roles from management positions to behind the scenes roles like driving the minibus or painting and decorating
- 1 person began Scouting in 1907; today more than half a million Scouts now take part in the UK and more than 50 million take part in Scouting around the world.

Key benefits

Compared to those not in the movement, Scouts are:¹

- 17% more likely to demonstrate leadership skills
- 11% more likely to be better problem solvers
- 19% more likely to show emotional intelligence
- 17% more likely to be able to work well in teams.



Physical and mental wellbeing

- Scouts are 32% more likely to be physically active than young people who don't take part in Scouting.

Community impact

- Scouts are one-third more likely to take an active role in their communities
- Scouts are one-third more likely to help out in their local area, feel greater responsibility to their local community and volunteer to help others
- Scouts are 18% more likely to be curious about the world around them and 12% more likely to accept diversity in other people's backgrounds and beliefs

Our strategy

A new strategic plan for Scouting across the UK was launched in May 2018 to secure a strategic direction through to 2025 and to grow on the success of the current plan. The strategic plan consists of 12 Programmes, which are our broad areas of focus, directed, driven and delivered by Programme Boards. Each Programme is made up of a number of specific projects, each of which will contribute to the achievement of the strategy. More details on the work towards our new plan are available at <https://scouts.org.uk/about-us/strategy/>

By 2025 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme. We will be growing, more inclusive, shaped by young people and making a bigger impact in our communities.

Further information on our strategic objectives are provided on our website at <https://scouts.org.uk/about-us/strategy/>

¹ Source: Soc Stats Survey of 2,000 young people (both Scouts and non Scouts)

Our fundamentals

Our mission

We exist to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Our values

As Scouts, we are guided by these values:

Integrity

Respect

Care

Belief

Co-operation

Further information on our fundamentals, including details of our values, are provided on our website at

<https://scouts.org.uk/por/1-fundamentals-of-scouting/the-values-of-scouting/>

Our key policies

In common with all members in Scouting, the role holder will be required to promote and follow our key policies. The policies cover:

Safe Scouting

Equal Opportunities

Religion

Safety

These policies are fully explained on our website at <https://www.scouts.org.uk/about-us/policy>



Ready for the challenge?

The Contingent Leadership Team will be made up of volunteers who will lead the UK Contingent to the World Scout Moot in Portugal during the summer of 2025. You can find more about the event on the [organiser's website](#). Moot 2025 will be the sixteenth Moot with about 7,500 participants expected to attend from across the world and will be the biggest WOSM international event of the year.

The Moot is a World Scout Organization of Scout Movement's (WOSM) event for young people aged between 18 and 25. The event is open to participants of this age plus adult volunteers (26 years old and above) who will support the event as members of the International Service Team (IST). All participants must be 18+ at the time of the event.

We are looking for motivated, dynamic and enthusiastic volunteers to deliver this fantastic event. You will be working in partnership with HQ Staff and other senior volunteers, utilising the learnings of past Contingents. You will work as part of a team to manage a contingent of adult volunteers and Scout Network members to participate in this event, share the Contingent story and facilitate the engagement of the movement in the Moot journey. We want the Contingent Leadership Team to be as diverse as possible and representative of the movement. We welcome applications from volunteers regardless of your level of volunteering stage.

The full role description and person specification is included in this pack. Flexibility, risk management, new ways of working and accepting challenging timescales are going to be key challenges for the Contingent Team. For example, we expect a significant proportion of the Contingent Support for this event to be delivered through digital means. The ability to adapt and be flexible will be crucial to support other Contingent Team members when workloads vary throughout the project.

Included in this pack are certain areas which we will need to be facilitated by the Contingent Leadership Team as a whole and responsibilities for each of the Contingent Support Team member opportunities available are listed. We would expect all Contingent Team members to help other members out when elements of the project are greater at different times. We want to know what you can bring to the team and how this fits in with the required responsibilities.



The role

Contingent Support Team Member – Moot 2025

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| Purpose: | Lead the UK's participation in the Moot 2025 event as part of a team of volunteers. Lead defined areas of the project to ensure an exciting adventure that develops young people with skills for life. Engage the rest of the movement so that everyone benefits from the Moot experience. Work in conjunction with HQ staff to deliver defined areas of the project. |
| Responsible to: | Matthew Longden, UK Contingent Leader – World Scout Moot 2025 Beth Fyfe, UK Contingent Leadership Team Leader – World Scout Moot 2025 |
| Appointed by: | Matthew Longden, UK Contingent Leader – World Scout Moot 2025 |
| Responsible for: | Members of the UK Contingent to the World Scout Moot 2025 |
| Internal contacts: | Chief Volunteer for International; UK Contingents Team Leader; Events & Contingents Staff Team; UK Leadership Team; County/ Region / Area International Team Leaders; County/ Region / Area Lead Volunteers; other Headquarters staff. |
| External contacts: | Moot Organising Team (international); Contingent Leaders from other National Scout Organisations (international); World Organization of the Scout Movement; other statutory and voluntary organisations, travel partner(s). |
| Key tasks: | <ul style="list-style-type: none">• Develop and promote a programme for the UK's participation in the Moot with consideration of the safeguarding requirements for the age range of the participants• Work in partnership with UK HQ staff and other HQ volunteers to plan, deliver and review our part in the event.• Plan for a positive legacy from this event• Support delivery of the project to agreed timescales and budget• Provide regular management reports, as agreed, demonstrating how key outcomes are being met.• Lead an agreed area of the project which contributes to the overall adventure• Work as part of a team to lead the Contingent during their time in Portugal, and at any pre- and/or post-Moot events.• Participate in an evaluation exercise of the project to identify strengths and possible learnings for future contingents• Ensure the Moot experience compliments the Network Scout programme• Ensure cost is not a barrier to participation• Ensure that environmental sustainability is considered throughout the Contingent's planning• Ensure inclusion and inclusivity is a key component of all decisions relating to the UK Contingent to Moot project |

Time commitment:

- The demands on a Contingent Support Team member for a one year period are significant (throughout preparation, the event itself, and then post-event evaluation and reporting). It is important to understand this when considering whether to take on this role.
- You will need to commit a significant amount of time to pre-event planning and meetings. This may amount to four or five weekends between appointment and late 2025, as well as significant periods at other times throughout the life of the project. Time commitments will invariably include planning, leading and attending meetings which are remotely delivered as webinars or conference calls.
- Some of the Contingent Support Team will need to commit to attending the Moot itself and will be out of the country for approximately three weeks in July/August 2025. These are confirmed in the specific roles offered below.
- This appointment is for a term of approximately one year finishing in late 2025

Expenses:

- This is a voluntary leadership role and is unremunerated. However, travel and accommodation expenses required to perform this role will be paid by the Association, as agreed with the appropriate staff member.
- Contingent Support Team members will be expected to pay a fee for their personal attendance at the Moot. This fee is dependant on the role and is confirmed below.

Person specification

Personal qualities:

- Resilient and positive in challenging circumstances.
- Self-motivated and able to use your own initiative, whilst recognising the limits of your authority.
- Excited about the experiences an international scouting event can offer young people and adult volunteers
- Approachable
- Commitment to The Scouts' values.
- Sufficient time available for the role, including mid-week and weekend engagements, sometimes including travel.
- No envisaged barriers to obtaining adult membership of The Scouts.
- Able to work with others from different cultures where English may not be their first language.
- Committed to ensuring all scouts have the opportunity to participate, no matter their religion, culture, ability or sexual orientation.

Knowledge and experience:

- Experience of working with adults across a wide geographical area and from various backgrounds.
- Experience of working within a budget.
- Experience of working in a multinational environment with people from a wide range of cultures and backgrounds.
- Experience of working with young people, either inside or outside of Scouts.
- Experience of developing and communicating written work.

**Skills and
abilities:**

- To inspire and motivate individuals.
- To handle multiple tasks and deadlines in an organised and efficient way.
- To build good relationships and work in partnership with staff members.
- To be able to work within an agreed budget.
- To negotiate skilfully whilst demonstrating the ability to influence decisions.
- To work with people at a distance and in a voluntary environment.
- To communicate effectively, verbally and in writing.
- To be flexible and cope with challenging situations.
- To use technology, especially email and remote meeting options, to carry out a range of tasks (confident in Microsoft Office programmes).
- To be aware of and understand Scouting's policies and structures.
- To undertake the appropriate adult training.
- To adapt and make reasonable adjustments to criteria and tasks that allow for the inclusion of all.

Areas of work

The roles that we are offering for the Contingent Support Team (CST) are within the following areas. Each CST member will be part of the Contingent Leadership Team, working closely with other volunteer and staff members. Beneath are a list of responsibilities that will need to be carried out by the volunteer(s) responsible for that area. If you are interested in an area but think you do not have the skills to perform each responsibility then we would still encourage you to apply and tell us about the things that you could bring to the team. It would be expected that all members appointed assist one another when particular areas are busy during the project.

Engaging the Movement Support

- Ensuring that members of the wider UK Scouting movement who aren't attending the Moot still feel involved.
- Producing programme activities for all sections of the movement that showcase the UK Contingent and World Scout Moot
- Using our communication platforms to help showcase the contingent journey
- **This role is a UK based role only and will not be attending the event in Portugal. There may be an opportunity to support our UK-based operations centre at Gilwell Park during the event phase of the Moot.**
- This role will not be required to pay a fee.

Data Support

- Helping to manage a secure data management system so that information is collected and shared in line with timescales
- Working with the HQ staff team to construct event registration forms through our event management system
- Working with the HQ staff team to produce event management reports to support our attendance at the event
- Previous experience of event management systems would be advantageous but not essential
- **This role is a UK based role only and will not be attending the event in Portugal. There may be an opportunity to support our UK-based operations centre at Gilwell Park during the event phase of the Moot.**
- This role will not be required to pay a fee.

On Site Support

- Providing support to all members of the UK Contingent
- Supporting members with additional needs to facilitate their participation in the Moot
- Supporting the on site operations plan by providing wellbeing support to members
- **This role will be required to attend the main event. The role holder will need to be available from the 23 July 2025 to 4 August 2025 as a minimum.**
- This role will be required to pay a fee to attend the Moot. This will be £620 which includes return travel from a UK regional airport.

Operations Support

- Helping to produce an emergency response plan, taking into account the safety of the Contingent
- Helping to coordinate incident management plans and ensuring that all activities and events are in line with our safety guidelines
- Working in partnership with the HQ Safeguarding and Safety teams to facilitate a safe event for all
- **This role will be required to attend the main event. The role holder will need to be available from the 23 July 2025 to 4 August 2025 as a minimum.**
- This role will be required to pay a fee to attend the Moot. This will be £620 which includes return travel from a UK regional airport.

How to apply

Key Dates

The closing date for applications is 7pm on 31 October 2024.

The online selection event will take place online using video conferencing on 30 November 2024 and 2 December 2024. You will only be required to attend a session on one of those dates and that will be communicated with you if you are shortlisted.

Application Process

The recruitment panel will consist of volunteers and staff members at the Scouts. The online selection event will consist of a group panel discussion and an interview.

To apply, please complete the online application form detailing how you meet the requirements of the role. It would be helpful to include Scouting and non-Scouting experience that is relevant when applying. All applications will be treated in strict confidence. Members must be aged 26 or over by the first day of the event (born before 26 July 1999) to apply for these roles. Members who are currently part of the UK International Service Team (IST) may apply for these roles.

When completing the application form, you are able to express a preference for one work area. Make sure you explain how you meet the criteria for this area.

We know that applications forms aren't for everyone so if you would like to, you may choose to answer the questions on the application form in a video. We are not looking at video editing or production skills here, but focusing on your content and answers. You will need to upload this video to the application form.

Applicants should complete the [Application Form](#) and the [Diversity Monitoring Form](#) online. Any questions about the application process should be directed to moot@scouts.org.uk

Know someone who would be great at this?

Sometimes all it takes is that one person to believe in someone for them to go for it. If you know someone who would be great at this role then please nominate them using the [nomination form](#). We will then email them directly the application form but don't worry, we will never tell someone who nominated them.

Further information

Candidates will undergo suitability checks using the Scouts membership system, including completion of a DBS check, if not already in place.

Candidates, if successful, will be expected to complete and validate Scouts' mandatory trainings for HQ volunteer roles, including but not limited to Safety, Safeguarding, GDPR, Essential Information, and Tools for the Role, if any of these trainings have not been validated already.

Check out our [website](#) to find out more information.

If you'd like more information about this role, please get in touch for an informal chat by contacting moot@scouts.org.uk.