



SCOUTS AUSTRALIA (VICTORIAN BRANCH)

ROLE DESCRIPTION JAMBOREE TROOP LEADER



Title	Jamboree Troop Leader
Reports to	Contingent Leader – Victorian Contingent
Direct Reports	Jamboree Troop Activity Leader Jamboree Troop Health and Welfare Jamboree Troop Quartermaster <i>Jamboree Troop Welfare Support Personnel (Carer) if approved & appointed</i>
Measurement	Membership, Quality, Delivery, and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities, and does not tolerate any form of harm, abuse or neglect.

The Jamboree Troop Leader takes on the role of “Leader in Charge” of a Jamboree Troop, responsible for the overall activities and preparation of a Troop of Scouts and Leaders from Victoria. The duties listed under “Primary Responsibilities” and “Specific Duties” refer to all duties that the JTL is responsible for overseeing. These have also been delegated in the other relevant Role Descriptions for these positions.

All applicants must be endorsed to undertake the role by their District Leader – Scouts or equivalent.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).





PRIMARY RESPONSIBILITIES

- Lead a team of Leaders, Youth and other volunteers to operate a highly successful Jamboree Troop using a variety of skills and knowledge.
- Ability to lead, coordinate and deliver a standing camp environment over a ten-day period, including all preplanning, development of a constructive team environment empowering youth.
- Participate in contingent meetings, sub camp meetings and ensure that Jamboree Troop Meetings (Troop Council) are conducted before, during and after Jamboree.
- Must travel to and from the Jamboree with the Victorian Contingent.
- Ensure the completion of duties outlined in the “Specific Duties” section of this Role Description.
- Previous experience as a Jamboree Line Leader would be advantageous.

ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

1. Attitude

- Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout Method in your role
- Hands on leader that enthuses others and leads by example.
- Enthusiasm and commitment towards the importance of activities and the out in Scouting
- Be inclusive in Leadership style encouraging teams to excel and empowering youth to participate.
- Availability and commitment to the time required to deliver the duties outlined in this role description.
- Strategic thinker with an ability to articulate visions, strategies and plans.
- Ability to develop sound administrative processes to support strategic direction

2. Skills

- Be able to lead, communicate with and motivate youth members, adult Leaders and volunteers using a variety of methods.
- Demonstrate planning and delegation skills
- Demonstrate risk management, work health and safety (WHS) and ScoutSafe





skills

- Maintain confidentiality with sensitive and personal information

3. Knowledge

- Hold a Scout Woodbadge or Certificate of Advanced Leadership – Scouts
- Have a sound Knowledge and strong commitment to the purpose, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods that distinguish it from other youth organizations

SPECIFIC DUTIES

- Attend the Victorian Contingent Jamboree Troop Leaders information day.
- Attend the Victorian Contingent Orientation day and encourage the other Troop team Leaders to attend.
- Be prepared to manage a team of cooperating leaders who will work together for the prime benefit of the Youth Members' Jamboree experience.
- Make written contact (and personal contact where practical) within a week of your appointment with your assigned Line Leaders and the "home Troop" Scout leaders.
- As soon as practical, contact the Scouts to introduce yourself, your team and to establish the Jamboree Troop spirit.
- Make a concerted effort to build rapport with all leaders in the Troop before having meetings with parents and scouts.
- Through discussion with your Line Leaders, negotiate the allocation of roles – Activities, Health & Welfare and Quartermaster.
- Arrange a series of Troop meetings between September and December and include parents at some of these.
- Through discussion with your Line Leaders, the "home Troop" Leaders of the Scouts and the Scouts themselves select and appoint the Patrol Leaders and Assistant Patrol Leaders for your Troop and the composition of the Patrols. Where the Troop consists of male and female membership, the Patrols shall have mixed membership.
- Arrange between the home Troops involved, the provision of the equipment required for a ten-day standing camp, additional to any items that may be issued by the Victorian Contingent and Jamboree Council.
- Organise your Troop to attend a Shakedown Camp, where you will test out gear, layout, roles and responsibilities.





- Be prepared to pack your equipment for transport to AJ2019 in December, and in the Crates provided by the Victorian Contingent.
- Optional: Designate an AJTL to travel to the Jamboree earlier to set up the eating shelter and Qstore.
- Travel to and from AJ2019 with your Troop and Line Leaders, by the travel arrangements put into place by the Victorian Contingent.
- Upon arrival at the Troop site, supervise and assist with the erection and establishment of the Troop Camp site to ensure the safe, comfortable and enjoyable operation of the Troop and its members for the period of the Jamboree.
- Through the implementation of the Patrol System and the regular conduct of
- Troop Council meetings with Patrol Leaders; ensure a high standard of camping and hygiene is maintained.
- Establish a spirit of teamwork amongst Line Leaders, other Leaders, Patrol Leaders and Scouts. Systematically organise and delegate duties and the preparation of Duty Rosters to ensure that the work load and pleasures are fairly and appropriately shared.
- Be cooperative and extend courtesy to fellow Leaders, liaison personnel and neighbouring Troop Leaders. If difficulties or differences arise which can not be amicably adjusted, refer to Victorian Sub Camp Health and Wellbeing team or Contingent personnel as appropriate.
- Liaise closely with Victorian Contingent Health and Wellbeing leaders when appropriate, and advise Contingent Leader, or Deputy, immediately following any serious incident. (Contact with parents or outside agencies in all emergency situations is the responsibility of the Contingent Leader).
- In mixed Troops, establish separate and sufficiently private arrangements for accommodation of male and female personnel under your charge.
- Make arrangements for a suitable and impressive gateway to your Troop site.
- Establish a system so that you know where all Troop members under your charge are, what they are supposed to be doing, and when they are due back.
- Establish a system to supervise the correct storage and administration of any / all medications as appropriate.
- Establish a system to ensure the security at all times – of your site, of general property, and of valuables.
- Ensure strict adherence by all Leaders to the rule that no alcohol will be consumed in the Troop lines or any other part of the Jamboree except where provided for. Similarly





smoking will be restricted to a limited number of areas in the Park.

- Attend meetings for Jamboree Troop Leaders at Contingent Headquarters when requested.
- Ensure that an Adult Leader from your Troop visits Contingent Headquarters each day, for the purpose of collecting information, lost property, mail etc and to deliver news items of interest to the Contingent staff for inclusion in the Victorian Contingent newsletter.
- Encourage all Scouts to achieve the Jamboree Award through full participation in the Jamboree Program.
- Assist with the packing and unpacking duties necessary before and after the Jamboree
- Through your own example, promote enhance and protect the good image and past records of Victorian Contingents.
- Make sure you have some “time out” and come and enjoy the hospitality of the Victorian Contingent Headquarters. Ensure that all the leaders have time off at least two days each during the Jamboree.
- Other duties as requested by the Victorian Contingent Leader or Deputy.

