



Girlguiding UK
girls in the lead

MEMO

To:	Country/Region/County International Advisers	Action Required:	yes
CC:	Country/Region Chief Commissioners; Country/Region Offices; Gill Slocombe; Denise King	Date:	31 October 2011
From:	Rikki MacKenzie, Deputy International Commissioner	Phone:	020 7834 6242 (2083)
Subject:	Moot 2013 Contingent Management Team	E-mail:	rikki.mackenzie@virgin.net

Invitation to apply for the role of Girlguiding UK member on the World Scout MOOT UK Contingent Management Team (CMT).

A World Scout Moot is an opportunity for 18 - 25 year old members of guiding and scouting to meet up, share stories and strengthen international understanding. The next Moot is being hosted by the *Association des Scouts du Canada* from 8 - 18 July 2013. It will bring together 5,000 young people from around the world.

Girlguiding UK will be sending a Contingent to the Moot, alongside the Scout Association (TSA). To help plan and prepare for the event, a Contingent Management Team is being put together. The team will start planning in 2012 and will help to ensure that the UK Contingent has the best possible experience at the Moot.

We are seeking to fill the role of Girlguiding UK member on the UK Contingent Management Team for the 14th World Scout Moot, to be held in Canada in 2013.

The role is a demanding one requiring a large time and energy commitment, but one which brings great rewards and includes attendance at the event itself. Please see the attached role description for more details.

Deadline for submission of applications: midday on Monday 5 December 2011

You will need to be available for interview at CHQ on Saturday 17 December 2011

Application forms can be obtained from Carrie Myers at CHQ -
carrie.myers@girlguiding.org.uk

Any queries should be directed to Rikki MacKenzie, Deputy International Commissioner -
rikki.mackenzie@virgin.net



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14th World Scout Moot, Canada, 2013

Girlguiding UK Contingent Management Team Member: Role Description

A World Scout Moot is an opportunity for 18 - 25 year old members of guiding and scouting to meet up, share stories and strengthen international understanding. The next Moot is being hosted by the Association des Scouts du Canada from 8 - 18 July 2013. It will bring together 5,000 young people from around the world.

Together with The Scout Association, it is hoped that Girlguiding UK members will participate in the MOOT and to help plan and prepare for the event, The Scout Association is putting together a Contingent Management Team. They will start planning in 2012 and will help to ensure that the UK Contingent has the best possible experience at the Moot.

We are seeking to fill the role of Girlguiding UK member on the UK Contingent Management Team for the 14th World Scout Moot, to be held in Canada in 2013.

The role of the Guide Representative on the CMT is likely to include:

- Working with other members of the UK CMT on all aspects of the preparations and training for all members of the UK Contingent.
- Encouraging the integration of members of Girlguiding UK into the UK Contingent.
- Working with the Girlguiding UK PR team to provide PR and Media advice to the UK Contingent Leader relating to Girlguiding UK.
- The preparation of articles for promoting the event in *guiding* magazine and on the website and e-newsletters.
- The procurement and preparation of Girlguiding UK promotional gifts, information and display material.
- Advice on insurance, forms and qualifications required by Girlguiding UK participants.
- Ensuring that the Risk Assessment and the Critical Incident Plan carried out for the event is suitable for those representing Girlguiding UK.
- Providing advice and guidance on Girlguiding UK regulations.

Personal Specification

- Must have experience of working with Senior Section age range
- Experienced camper and holder of Camp Licence
- Experience of International travel
- Must hold or be working towards International endorsements
- Experience of managing people
- Good health and reasonable physical stamina!
- Organisational and budgetary skills
- Experience with large scale events (preferably joint events with TSA)
- Computer literacy is vital
- Daily access to the internet and email essential
- Access to broadband connection beneficial
- Training experience beneficial
- Counselling skills beneficial
- Sound reasoning and judgement skills

THE TIME COMMITMENT OF THIS ROLE MUST NOT BE UNDERESTIMATED!

In particular, candidates are advised that meetings of the World Scout MOOT CMT can be frequent and many are for a full weekend. Additionally there are selection weekends for



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the Contingent Support Team (CST) and weekends are also spent training and preparing these participants for the event. Conference calls are also utilised in preparing for Moot. After the event, promoting the event at the annual Gilwell Reunion is expected and there is also likely to be at least one weekend of evaluation work after the event.

If you would like to apply for this position please complete an application form and return it to Carrie Myers, International Events Coordinator, by midday on **Monday 5 December**. You may then be invited to an interview on **Saturday 17 December**.