

# 24th World Scout Jamboree 2019



JOB ID: STADIUMXXXX	ORGANIZATION: PROGRAM MANAGEMENT, STADIUM
JOB TITLE: ADMINISTRATION MGR, BANDS	REPORTING TO: DIRECTOR OF BANDS
PURPOSE: MAINTAIN RECORDS FOR BAND	PERIOD OF APPOINTMENT: <b>Through end of 2019</b>
<p>MAIN RESPONSIBILITIES AND ACTIVITIES: Give leadership to the following functions:</p> <ul style="list-style-type: none"> <li>- Band Member Recruitment/Marketing</li> <li>- Communications</li> <li>- BOMs</li> <li>- Budgeting</li> <li>- Scheduling</li> <li>- Performance/Rehearsal attendance</li> </ul>	<p>PHYSICAL REQUIREMENTS</p> <ul style="list-style-type: none"> <li>• Be able to meet the physical demands of the Summit, e.g., walking, etc.</li> <li>• Stay on site at the Summit Bechtel Reserve during the World Scout Jamboree, including set up and tear down</li> </ul>
<p>SUPERVISORY RESPONSIBILITIES</p> <ul style="list-style-type: none"> <li>• Provide leadership to the World Jamboree Band leadership and members.</li> </ul>	

## QUALIFICATIONS

<p>EXPERIENCE</p> <ul style="list-style-type: none"> <li>• Have current registration in scouting with National Scout Organization</li> <li>• Host Country National Jamboree and/or World Jamboree experience in a significant program leadership role</li> </ul>	<p>SKILLS &amp; ABILITIES</p> <ul style="list-style-type: none"> <li>• Creativity and practicality</li> <li>• Delegation and follow through</li> <li>• Recruiting, empowerment and motivating of volunteers</li> <li>• Organizational skills</li> <li>• Strong communications skills</li> </ul>
<p>CERTIFICATIONS</p> <ul style="list-style-type: none"> <li>• Current registration in scouting and be current with training as determined by National Scouting Organization</li> <li>• Be approved to serve in this position for the 2019 WSJ by the International Commissioner or designee of your NSO Current 2019 WSJ Youth Protection training</li> </ul>	<p>PERSONAL ATTRIBUTES</p> <ul style="list-style-type: none"> <li>• Passion for the magic of Scouting</li> <li>• Loves to get out and enjoy the fun of the world</li> </ul>

# EXPECTATIONS AND TERMS

## REQUIRED TRAINING:

- Complete and be current with training required for registered scouting position as per NSO
- Current with 2019 WSJ Youth Protection Training

## EXPECTATIONS:

- Attend meetings and conference calls within the Band leadership team

## TIME OFF:

- N/A

## FEES AND EXPENSES:

- Fees and expenses will follow the policy of the National Scouting Organization the individual has current registration with. NSO will determine level of reimbursement for approved expenses. These costs may not be part of the 2019 WSJ operating budget.

How to Apply:

ROLE DESCRIPTION STATUS: Reviewed