



Role Description for Expedition Leader (Uganda 2023)

Title	Expedition Leader (Uganda 2023).
Outline	The role holder will project manage the Uganda 2023 Expedition, leading a team in the planning, and delivery of the Expedition. They will ensure the effective preparation and execution of the Expedition and the timely conclusion of all the post-event tasks, leading to final closure of the event by the end of December 2023 with accounts complete by March 2024.
Responsible for	Uganda 2023 adult leadership team, youth participants, and the successful outcomes of the international community projects.
Responsible to	Deputy County Commissioner (Programme).
Main contacts	<p>County Commissioner, Deputy County Commissioners, County Youth Commissioners, DCs, Parents of Participants, Assistant County Commissioner (International), Chair and members of the Project Africa Team & Governance Group.</p> <p>In Uganda: Uganda Scout 'officials', support agencies (eg: Soft Power Education) and local community elders.</p>
Appointment requirements	<p>To understand and implement the relevant Scout policies, have a satisfactory DBS clearance and an adult role in Berkshire Scouting with required adult training completed or in place. If not already completed the role holder will be required to complete a manager and supporter Wood Badge prior to the Expedition and be up to date with all other mandatory training.</p> <p>The Expedition Leader will hold a County appointment for the duration of the Expedition programme and will be required to promote and implement the County Plan and support the general Project Africa programme, eg: Challenge Badge and projects/activities to involve other sections across the county.</p>
Experience required	<p>The role holder should have experience of managing diverse teams of volunteers to deliver projects for young people of a similar size and scope.</p> <p>In addition, this role is based on the six areas of leadership and management that The Scout Association believes are required to motivate other adults. The role holder should therefore be able to:</p> <ol style="list-style-type: none"> 1. Provide direction 2. Work with people 3. Achieve results 4. Enable change 5. Use resources 6. Managing their time and personal skills

	<p>Further information about leadership and management in Scouting can be found at www.scouts.org.uk/managers</p>
Eligibility for funding support	<p>This role is eligible to apply for funding from the Roger King International Fund.</p>
Time commitment	<p>Involvement will begin as soon as the appointment has been confirmed and will end with the delivery of the closure reports and final accounts.</p> <p>In addition to attending the Expedition, the role will require a significant time commitment from the date of the appointment through to 2023.</p>
Principal tasks	<ul style="list-style-type: none"> • To deliver the Expedition objectives (as agreed with the County Management Team). • Recruit and manage the Uganda 2019 Expedition Core Leader Team and wider team. • Promote an inclusive and diverse expedition across the County so that the opportunity to attend is made available to every eligible member of Berkshire Scouts. • Identify and manage the risks associated with Uganda 2023 and where necessary bring them to the attention of the County Commissioner (or nominee) and the Project Africa Governance Group. • Ensure that the Expedition is a youth shaped experience and ensure personal development goals for the adults and participants are met. • Ensure Uganda 2023 is compliant with the rules of The Scout Association. • Ensure the Visits Abroad process is completed within the schedule. • Ensure closure of all aspects of Uganda 2023 by the end of December 2023 for reports and end of March 2024 for accounts. • Attend the Uganda 2023 Expedition and be responsible for the safety, operation, and wellbeing of all participants. • Manage and mentor the development of the Expedition leadership team. • Ensure that all members of the adult leadership team have completed all mandatory training for their role. • Ensure that significant 'join in' activities are promoted and run across Berkshire so that the benefit of the Expedition is maximised for all members of the County, not just those attending the event. • Provide opportunities for participants to complete elements of their Top Awards (eg: Platinum, Diamond, QSA) whilst taking part in the Expedition. • Set and monitor budgets and manage the finances of the Expedition within guidelines set by the County Executive Committee (with appropriate support from the Expedition Treasurer). • Make sure that appropriate funding is available for the community projects in Uganda. • Be the primary point of contact for parents of participants and ensure that a programme of regular and timely communication is in place. • Ensure a programme of activity training and team building (including weekend camps and other events) is

	<p>developed for the participant and leadership team to build a functioning and cohesive team in time for the Expedition.</p> <ul style="list-style-type: none">• Put in place an experienced InTouch (Home Contact) team.• Liaise with the previous Uganda Expedition Leader to fully understand all details of reviews and all lessons learned.• Arrange an appropriate “Report Back” session and encourage youth members to share their experience with local Scouting• Any other duties as may be reasonably requested by the County Commissioner (or nominee) in relation to the Expedition.
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