



**SCOUTS**<sup>®</sup>  
Creating a Better World

World Organization of the Scout Movement  
Organisation Mondiale du Mouvement Scout  
Всемирная Организация Скаутского Движения  
Organización Mundial del Movimiento Scout  
المنظمة العالمية للحركة الكشفية

**World Scout Bureau, Central Office  
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**Circular N° 41/2006**

**To the attention of:  
All National Scout Organizations  
members of WOSM**

December 2006

**Call for candidature for the position of Director, Adult Resources and Volunteer Development, World Scout Bureau Central Office, Geneva**

Dear Brother and Sister Scouts,

The post of Director, Adult Resources and Volunteer Development is vacant. This letter is a call for candidature for this position and a job description is attached.

This is a key post in the Education, Research and Development Team. The successful candidate will work with Regional colleagues and National Scout Organizations to support volunteering in line with the World Adult Resources Policy.

'Volunteers in Scouting' is one of WOSM's strategic priorities. This priority recognises that volunteers are key to the development of Scouting around the world. It also recognises that volunteering needs to respond to different cultural and social contexts, which are changing in many parts of the world. Scouting also has to respond to make sure that it stays an attractive option for adults.

Ideally the person recruited will have experience of developing volunteering and providing effective human resource management and training to support volunteers, preferably within a Scouting context. He/she should be fluent in English and French with a third language desirable. Experience of working internationally is an asset.

He/she should have a strong experience of planning, management and communication and be computer literate. The position implies occasional international travels which often take place on weekends and during holidays.

He/she should identify totally with the values of Scouting and show the Scout spirit at all times.

This person reports to the Executive Director, Education, Research and Development.

Kindly make sure that this letter and the attached job description are widely circulated throughout your National Scout Organization. Candidates should send their curriculum vitae, indicating present

salary conditions and social benefits, with the names of two referees, a picture of themselves and a letter of motivation at the latest by Monday 29 January 2007, preferably by email to [jobs@worldnet.scout.org](mailto:jobs@worldnet.scout.org) or alternatively marked 'Personal and Confidential' to:

Mr Jean-Bernard Rebord  
Director, Finance, Administration and Personnel  
World Organization of the Scout Movement  
P:O: Box 91  
CH-1211 Geneva 4 Plainpalais  
Switzerland

Short-listed candidates will be interviewed by mid February.

Yours in Scouting,

Eduardo Missoni  
Secretary General, WOSM

Position Title	<b>DIRECTOR, ADULT RESOURCES &amp; VOLUNTEER DEVELOPMENT</b>
Position Concept	Responsible for supporting the development of 'Volunteering' in National Scout Organizations (NSOs), in line with the World Adult Resources Policy. This will support the implementation of 'Strategic Priority 5: Volunteers in Scouting' in the Strategy for Scouting.
Principal Responsibilities	<ol style="list-style-type: none"> <li>1. To support the Adult Volunteers Task Team of the Educational Methods Committee to develop the concept of volunteering and producing tools to support volunteering in Scouting.</li> <li>2. To co-ordinate with colleagues at Regional level to assist National Scout Organizations in <ol style="list-style-type: none"> <li>i. supporting the development of volunteering in NSOs</li> <li>ii. applying the World Adult Resources Policy to volunteering.</li> <li>iii. providing guidance and support to National Associations in the area of management of volunteers in their Association, including the development and delivery of training systems.</li> </ol> </li> <li>3. To develop contents for web-pages on the WOSM web-site to support and develop volunteering and provide flexible learning opportunities.</li> <li>4. To undertake research and establish partnerships to support this work.</li> <li>5. To develop volunteering to support the work of the World Scout Bureau Central and Regional Offices.</li> <li>6. In co-ordination with the External Relations Department, to link WOSM with non-Scout entities dealing with Volunteering, Human Resource Management and Training.</li> <li>7. To contribute to the monitoring and evaluation of the Strategy for Scouting, particularly in relation to Strategic Priority 5: Volunteers in Scouting.</li> </ol>
Special Responsibilities	As specified by the Executive Director, Education, Research and Development.
Term of Office	open
Reports to	Executive Director, Education, Research and Development
Qualifications	<ul style="list-style-type: none"> <li>• University degree (with a qualification in adult learning).</li> <li>• Total identification with the Mission and Vision of Scouting and its values.</li> <li>• Ability to produce written materials and training tools.</li> <li>• Ability to plan, programme and evaluate.</li> <li>• Fluency in English and French with a third language desirable (especially Arabic and Spanish).</li> </ul>
Personal Profile	<ul style="list-style-type: none"> <li>• ability to work as part of an international team.</li> <li>• ability to work with people from different cultures.</li> <li>• ability to manage a diverse and intensive workload</li> <li>• IT literate and a commitment to use Open Source software</li> <li>• experience of volunteering</li> </ul>
Constitutional References	The Director, Volunteer Development is a member of the World

	<p>Scout Bureau. The position is based on Article XVI and XVIII of the Constitution of the World Organization of the Scout Movement. The title of the position has changed from Director of Training following the adoption of the World Adult Resources Policy (1993) and more recently to Director, Adult Resources.</p>
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