Information Pack for the Role of

WOSM Project Coordinator,
Global Youth Mobilization
for Generation Disrupted

World Scout Bureau Global Support Centre,
Kuala Lumpur, Malaysia

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World Scouting

"The Mission of Scouting is to contribute to the education of young people, through a value system based on the Scout Promise and Law, to help build a better world where people are self-fulfilled as individuals and play a constructive role in society."

The World Organization of the Scout Movement (WOSM) is one of the largest youth organisations in the world. Scouting is a grassroots educational youth movement that is truly bottom-up in its structure and approach in engaging young people from all over the world.

World Scouting today is a confederation of 171 National Scout Organizations in a network of over 54 million members in more than one million local community Scout Groups. Some seven million members are adult volunteers who support the local activities, resulting in a huge multiplier effect.

Through peer-to-peer leadership supported by adults, each local Scout Group embraces the same set of values illustrated in the Scout Promise and Law. Each of our one million local Scout Groups follows a similar system of non-formal education suited to the unique aspects of their local community.

The World Organization of the Scout Movement (WOSM) is an independent, worldwide, non-profit and non-partisan organisation, which serves the Scout Movement through its NSO members. Its purpose is to promote unity and the understanding of Scouting’s purpose and principles, while facilitating its expansion and development.

The World Scout Bureau (WSB) is the Secretariat of the World Organization. The WSB comprises of approximately 140 professional staff, based in eight locations worldwide:

- Belgium, Brussels (Europe Support Centre)
- Egypt, Cairo (Arab Support Centre)
- Kenya, Nairobi (Africa Support Centre)
- Malaysia, Kuala Lumpur (Global Support Centre)
- Philippines, Makati City (Asia-Pacific Support Centre)
- Panama, Panama City (Interamerica Support Centre)
- Switzerland, Geneva (Global Support Centre)
- Ukraine, Kiev (Eurasia Support Centre)
Organisational Structure

The **World Scout Conference** is the governing body, the "general assembly" of Scouting, and is composed of all the NSO members of WOSM. It meets every three years and its function is to consider the policy and standards of the Scout Movement throughout the world, formulate the general policy and take the action required to further the purpose of the Movement.

The **World Scout Committee (WSC)** is the executive body of WOSM. It is responsible for the implementation of the resolutions of the World Scout Conference and for acting on its behalf between its meetings. Twelve members of the WSC are elected (as voting Members) every three years at the Conference for a maximum consecutive term of six years. The WSC has established six Regions within WOSM, each comprising the NSO members within a geographical area. Each Region has a Regional Scout Conference, Committee and Support Centre/s. The WSC also includes, as Ex-Officio Members, the six Regional Chairpersons, besides the Secretary General, the WOSM Treasurer and a representative of the World Scout Foundation. Six Youth Advisors are additionally involved in the decisions and tasks of the WSC.

The **Secretary General** is appointed by the WSC and his role is to promote and safeguard the interests of the Movement. He is the Chief Executive Officer of WOSM and directs its Secretariat, the WSB.

The **Chief Operating Officer** ensures the overall coordination of Global operations in the World Scout Bureau as well as directs the Executive Office of the Secretary General.

The **Global Directors** are the leads of each of the four Global core business areas of the WSB: Scouting Development, Organisational Development, Communications and Partnerships, and Corporate Services.

The **Regional Directors** are the leads of each of the Regional Support Centres around the world, and are responsible for the services delivered to the NSOs in their constituency. The Global and Regional Directors (who form the Senior Management Team) report directly to the Secretary General and are each supported by a team of Assistants, Managers and/or Directors.
WOSM Project Coordinator, Global Youth Mobilization for Generation Disrupted

Position Description

In 2020, the Big 6 Youth Organizations, together with the World Health Organization and UN Foundation, launched the Global Youth Mobilization for Generation Disrupted, a ground-breaking new initiative to directly respond to the negative long-term impacts of the COVID-19 pandemic on young people.

Led by an independent Project Team and implemented by the Big 6 along with other key partners, the Global Youth Mobilization intends to mobilize millions of young people around the world, including by reaching out to diverse groups in local communities, but also by becoming deeply embedded within the core programmes of the Big 6 Youth Organizations.

The WOSM Project Coordinator, Global Youth Mobilization for Generation Disrupted, will coordinate and be responsible for the implementation of the mobilization within the World Organization of the Scout Movement (WOSM), including at the global and regional level as well as through National Scout Organizations. Reporting dually to the Business Development Unit within the World Scout Bureau (WSB) and the Global Youth Mobilization Project Team, the Project Coordinator will represent WOSM's voice among the Secretariat team regarding initiative design and implementation, as well as adapt and embed the initiative into WOSM structures, including by supporting the design of a new Health and Well-being Initiative for Scouting.

Responsibilities related to project implementation within WOSM will include liaising with multiple WSB teams regarding grant disbursement and reporting, programme design, communications, and advocacy. The Project Coordinator should feel comfortable navigating World Scouting’s many structures to efficiently implement the initiative, keep stakeholders and key partners informed, and make best use of the structures and resources available to achieve the greatest impact. The Project Coordinator should also have the authority to voice positions on behalf of WOSM towards the Project Team and represent WOSM and the initiative to external stakeholders where necessary.

The duration of the role will be one-year contract with the possibility of extension for another year based on performance and funding available.

Key Responsibilities

- Provide advice and support to the design and implementation of the overall project, including creation of grants requirements and the Mobilisation recognition concept.
- Communicate with and activate networks of NSOs to participate in the project, including national activation of campaign content and sharing opportunities to take part in the Global Youth Summit.
- Develop WOSM’s Health and Well-being Initiative and Challenges and supporting the development of the Mobilization’s recognition opportunity and embedding it as a Challenge within the new initiative.
- Support grant management to successful national organisations and monitoring and evaluation, including regular reporting on outcomes and impact.
- Share content and resources for the digital platform.
- Actively engage in the design, organisation and promotion of the Global Youth Summit and ensuring broad participation from WOSM.
- Support participating NSOs to grow and retain a diverse membership in local communities through relevant partnerships.
- Maintain a network of and keep close contact with national coordinators of the Global Youth Mobilization and the Health and Well-being Initiative for knowledge sharing, reporting, and monitoring and evaluation.
• Promote micro-granting instrument to National Scout Organizations and ensure that Scouts apply for financial support.
• Maintain close relationship with the Communications, Business Development and Scouting Development teams to ensure the initiative is well promoted and in a timely manner.
• Liaise with and maintain relations with partners supporting the development of the Health and Well-being Initiative.

**Person Specification**

This person is likely to have professional experience in project management, advocacy, or monitoring and evaluation, combined with an understanding of Scouting’s educational programme as well as WOSM’s governance and structures. Experience in an international and/or multicultural environment would be considered an asset.

**Qualifications and experience**

- At least 2 years of work experience in project management or monitoring and evaluation.
- Experience in external relations and advocacy is an asset.
- Experience in WOSM’s global or regional structures as a volunteer, intern or professional is an asset.

**Desired knowledge and skills**

- Ability to work and co-operate within an international and multicultural framework.
- Experience to work remotely in a virtual team is a definite asset.
- Demonstrated ability to manage medium to large projects with multiple partners and stakeholders.
- Ability to facilitate group discussions and workshops to solicit feedback.
- Knowledge of best practices in programme management and implementation.
- Proficient in time and budget management to make sure the project objectives are achieved as efficiently as possible.
- Ability to efficiently adapt co-created initiatives into a Scouting context.
- Ability to communicate well, including with project stakeholders and external stakeholders.
- Experience in using project management software, such as SmartSheets.
- Ability to diplomatically negotiate between different parties to ensure smooth cooperation towards a common goal.
- Ability to communicate fluently in English, both oral and written. Literacy in French, Arabic, Spanish or Russian would be considered an asset.

**Personal qualities**

- Able to work under tight deadlines with a problem-solver mentality.
- Efficient, self motivated, and proactive, with good organizational skills.
- Emotionally intelligent, able to build and sustain positive relationships with key stakeholders.
- Dynamic, open-minded, willing to learn, culturally sensitive.
- Personal commitment to organizational excellence; displays honesty, integrity and a strong sense of ethics in all actions and decisions.
- Immediate availability is an asset.

**How to Apply**

Applications for the Project Coordinator are open until Friday, February 12, 2021. To apply please submit your CV and cover letter to jobs@scout.org.