



Role Description: 2nd Africa Rover Moot – Finance Team Leader

The Africa Rover Moot is a gathering of Rover Scouts, under the auspices of the Africa Scout Region, and held every 3 years. The 2nd Africa Moot will be hosted by SCOUTS South Africa in 2026.

Role Purpose

1. To lead and manage a team to deliver all the financial requirements for 2nd ARM in accordance with SCOUTS South Africa (SSA) Constitution, Organisational Rules and Policies.
2. To represent the interests and views of the 2nd ARM Organising Committee in all interactions and communications

Functions

1. Attend meetings of the Organising Committee and provide regular updates as required.
2. Develop a suitable budget for the event, for approval by the Chair: National Finance and the SSA Manco.
3. Monitor income and expenses according to the budget and provide regular reporting to the Organising Committee and the Chair: National Rover Programme.
4. Ensure expense administration is documented and properly authorised and approved.
5. Secure insurance for the event in conjunction with the National office.
6. Plan and ensure the relevant controls for any trading operations that will take place during the event.
7. Work with the National Finance Manager and Accountant in managing and reconciling actual income received and actual expenses incurred against the budget.
8. In conjunction with the Chair: Organising Committee perform any other duties as may reasonably be required to ensure a successful event.

Previous Experience

1. Knowledge and insight into risk management as well as budgeting and financial controls.
2. Have held a similar role for a large event or have experience in planning of large events.

Accountability & Reporting Structure

Applicable Policies to the role: SSA Constitution and Organisational Rules, all SSA Policies
Report to: Chair: Organising Committee
Peers: Members of Organising Committee

Period of Warrant

From appointment date until 6 months after the 2nd Africa Rover Moot.

Appointment Procedure

Process as described in the Adult Support Policy.

Other Agreed Tasks

As agreed from time to time with the Chair: Organising Committee.