



Role Description:

Head of Contingent Lesotho National Rover Moot

Eligibility

1. The position shall only be open to current invested Rovers.
2. Nominees must remain a current invested Rover for the duration of the term of office.
3. Nominees must be registered on Scouts Digital

Role Purpose

To lead and manage the participation of the South African Contingent to the Lesotho National Rover Moot 2025. This includes leading the coordination, planning, participation, logistics, and attendance of the South African Contingent.

Functions

Leadership and Support:

- To lead and chair the South African Contingent.
- To work in partnership with the Chair: International Committee, National Finance Manager and National Marketing Manager.
- To liaise closely with members of the Contingent, National Scout Office staff and suppliers to ensure delivery of a high quality experience for participants.
- To represent the South African Contingent to the organisers of the Lesotho National Rover Moot 2025, external organisations and agencies.
- To provide proactive support to participants and IST members.
- Any other tasks required for the effective leadership of the South African Contingent.

Communication:

- To communicate effectively and appropriately with participants and the wider Movement of SCOUTS South Africa -when and as relevant to the event.
- To communicate with all members of the Contingent from when they join, in preparation for the event right through until post the event and wrap-up.

Administration:

- Develop a timeline for the participation of Contingent in the event.
- Prepare a budget with a timeline for applications and payments, payments to be made, as well as the for attendance at the event itself, Pre- or Post-Tour, budget finalization, and final report.
- To set, maintain and review the Contingent budget(s) with the National Finance Manager and the CEO.
- Organisation of either a Pre- or Post-Tour for the South African Contingent.
- In collaboration with the Chair: International Committee, create an application form in MSOffice for members to apply for the event detailing all relevant information required.
- To manage the participants' registration, logistics, etc. as agreed in advance with the Chief Commissioner and Chair: International Committee.
- To produce a feedback and conclusion report to the CEO, Chief Commissioner and Chair: National Rover Programme following the Moot for use by future Contingent Leaders.

Accountability & Reporting Structure

Applicable Policies to the	SSA Organisational Rules
Role:	All SSA Policies
Report to:	Chief Commissioner
	Chair: International Committee
Manages:	Contingent members

Delegated Power

To act as the SSA representative for the duration of the Moot.

Period of Appointment

For the duration on the preparation of the event and the event itself: May 2025 – July 2025.