



25th World Scout Jamboree

IST Job Catalog



Draw your Dream!

The Organizing Committee for the 25th World Scout Jamboree - 2023 SaeManGeum
Le comité d'organisation du 25^e Jamboree Scout Mondial - 2023 SaeManGeum



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1. Planning Division

PL-1 Administration

PL-1-1 Administration Team

- assists in all aspects of Planning Division Administration.
- manages on-site communication within Planning Division
- manages the office of the Camp Chief and support Division chiefs

◆ Key Skill : Fluent in English and requires computer skills in documentation.

PL-1-2 Protocol Support

- manages the office of the Chairperson of the Organising Committee and office of the Executive Committee
- In-charge of protocol during main event

◆ Key Skill : High communication skills and understanding of protocol processes is preferred. English language skills level 3 ~ 5.

PL-2 External Relations

PL-2-1 External Cooperation

- manage the protocol and assist the local and national government officials who will be visiting on-site
- manage local volunteers that will help assisting the on-site visitors

◆ Preferably who has an understanding of the local and national government protocols. Communication skills should be very high. English language skills level 3 ~ 5.

PL-2-2 Sponsorship Support

- inspects marketing matters of official sponsor companies during the Jamboree event, and checks and blocks marketing and promotion of companies in the Delta area except official sponsors.
- checks the implementation of the Sponsor Company Recognition Program and promotional rights for each official Sponsorship Level.

PL-2-3 Scout Shop Support

- operates a souvenir shop and is in charge of customer service, souvenir sales and inventory management, and hygiene management of the place.
- ◆ Key Skill : be able to speak in Korean and in either English or French(Lv.3). have field work experiences such as store management.

PL-3 Public Relations

PL-3-1 Press Center

- operates the Jamboree Press centre to share Jamboree news with external reporters and supports the progress of the Jamboree briefing twice a day.
 - manages the environment in the press centre and responds to feedbacks.
 - manages reporters and issues Jamboree Press ID cards.
 - Clipping of domestic and international reports/promotional materials related to Jamboree during Jamboree.
- ◆ Key Skill : have relevant work experience in the media response office, spokesperson office, and public relations office. And must be able to communicate in English or French. Have proficient skills in MS Office (Doc, Excel, PPT) programs

PL-4 Media

PL-4-2 JAM Newspaper & TV

- produces and distributes realistic Jamboree newspaper and broadcast contents that can be enjoyed anytime, anywhere for the 'Jamboree enjoyed around the world'.
 - writes Jamboree news articles, uploads them to the Jamboree App, selects excellent articles, and publishes them as a daily newspaper.
 - operates JAM TV(YouTube) and configures and operates on-site broadcasting and various programs.
- ◆ Key Skill : have relevant work experience such as broadcasting programming, live broadcasting on YouTube, broadcast writing, or reporting. Must be able to communicate in English or French

PL-4-3 Media Center

- manages the Jamboree Media Center and information desk
 - supports the media teams from the NSOs
 - supports the Young Correspondents and runs the Spokesperson Program
- ◆ Key Skill : have relevant professional experience in the media sector, be able to speak in Korean and in either English or French (at least level 3)

PL-4-4 JAM Photo/Video

- contributes to the successful operation of the World Jamboree by producing photo and video materials that can be used for press, publicity, and internal and external records.
 - takes photos and videos to vividly record the overall Jamboree operation, such as entry and exit of participants, opening and closing ceremonies, activities, and camping life.
- ◆ Key Skill : requires domestic and international event filming experience and possession of filming equipment (required), and have skills in communication in other languages.



PL-4-5 JAM Social Media(Koala)

- uploads various types of short-form videos, card news, and photos to channels such as YouTube, Instagram, and TikTok for the purpose of communication on SNS platforms.
 - promotes the SaeManGeum Jamboree around the world through entertainment marketing with creative and diverse video production.
 - operates SNS channels such as YouTube, Instagram, and TikTok, and broadcasts live on-site.
 - produces content such as short form and card news.
- ◆ Key Skill : have proficient skills in smart devices, Photoshop, Premiere Pro(video editing program), etc. and can appear in production contents



2. Programme Division

PG-1 Programme Administration

PG-1-1 Programme General Management

- manages and adjusts the overall schedule of the Programme Division, including activities and events.
 - coordinates or disseminates work conflicts among departments.
 - connects and cooperates on work with other divisions.
 - responds to feedbacks from other teams and resolves them.
 - operates and manages work spaces of the Programme Division (offices, meeting rooms).
 - operates and manages the sharing platform of the Programme Division (Slack, Google Drive, Monday.com).
- ◆ Key Skill : have proficient skills in using Slack, Google Drive, and Monday.com, and in computer documentation working (MS Office). Those who have experiences in working at the administration department at the previous World Scout Jamboree are highly preferred.
 - ◆ have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages

PG-1-2 Programme IST Management

- Supports the education and training of Programme Division ISTs and coordinates their duty placement.
 - Checks the daily work situation (attendance, absence) of the Programme Division ISTs.
 - Runs the operation of the Programme Division ISTs and supports their welfare.
- ◆ Key Skill : Have proficient skills in using Slack, Google Drive, and Monday.com, and in computer documentation working (MS Office). ISTs who have experiences in working at the administration department at the previous World Scout Jamboree are highly preferred.



- ◆ Have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages

PG-1-3 Programme Professional Management

- Manages the professional personnel for the activities and the main arena.
- Manages the work situation of professional personnel and supports access to the campsite.
- Supports and manages professional personnel to complete the required Jamboree training.
- Supports communication channels for professional personnel.
- Supports the welfare (meal and rest) of the professional personnel.

- ◆ Key Skill : Have business communication skills for team management, and be able to communicate in English. Speaking in Korean or other languages is highly preferred. (Lv.3~4)
 - Korean+English / Korean+other languages

PG-1-4 Programme Communication

- Operates and supports communication channels within and outside the Programme Division, with other Divisions, and with other organizations.
- Manages communication between the Programme Division and activities area (inside and outside the campsite).
- manages communication between the Programme Division and the Jamboree Planning Team
- manages communication between the Programme Division and the Jamboree Organizing Committee
- manages communication between the Programme Division and external organizations
- distributes Programme Division press releases and operates official media interview channels.

- ◆ Key Skill : have proficient skills in using Slack, Google Drive, and Monday.com, and in computer documentation working (MS Office). ISTs who worked in the previous World Scout Jamboree administration departments are highly preferred.

- ◆ have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages

PG-1-5 Programme Records Management

- manages the Programme Division's Jamboree operation record.
 - records the operation site of the activities with photos and videos.
 - collects and maintains records of the Programme Division, including documents, photos, and video.
 - collects and organizes daily closing meeting documents and materials.
 - writes a Programme Division white paper (video/document).
 - develops and distributes basic report forms for each department and activities in order to publish daily reports and white papers
- ◆ Key Skill : have proficient skills in using photo & video editing Programmes such as Premiere Pro, After Effects, Photoshop, in using Slack, Google Drive, and Monday.com, and in computer documentation working (MS Office). ISTs who have experiences in working at the administration department at the previous World Scout Jamboree are highly preferred.
 - ◆ have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages

PG-1-6 Programme Safety Support

- Prevent safety and disaster accidents that occur in the On-Site Programme site.
- Regularly patrols On-Site Programme sites and checks the environment in which smooth Programme sites can be carried out, such as the safety and regional conditions of facilities.
- Responsible for human resource support in case of special situation.
(Support for evacuation in the event of a disaster, support for human resources in the event of a risk of collapse of a facility, etc.)



- ◆ Key Skill : Detect dangerous situations and prevent safety.
- ◆ Language : English (Level 2 ~ 4) or other languages I.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

PG-2 Programme Materials

PG-2-1 Programme Procurement & Distribution

- establishes a supply plan for necessary supplies in the Programme Division.
- manages the warehouse of the Programme Division.
- manages the incoming & outgoing and inventory materials, stock control and systems management of the Programme Division.
- develops a master plan for material management and disposal after the Jamboree.

- ◆ Key Skill : have a healthy body and physical strength without any strain in spite of long-time moving outdoors
- ◆ control and record stock movement
- ◆ have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages

PG-2-2 Programme Material Management

- organize the list of supplies for the programme division.
- performs follow-up management (exchange, recovery) of the materials of the Programme Division.

- ◆ Key Skill : have a healthy body and physical strength without any strain in spite of long-time moving outdoors.
- ◆ have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages



PG-2-3 Programme Facility

- compiles feedbacks about programme division facilities.
 - perform simple maintenance on the programme division facilities.
- ◆ Key Skill : have skills in using tools for maintenance and repair of facilities, special tool/equipment/device license holders, have a healthy body and physical strength without any strain in spite of long-time moving outdoors. Records findings of inspections and highlight failures or gaps
 - ◆ have business communication skills for team management, and be able to communicate in English. Speaking in Korean, French, or other languages is highly preferred. (Lv.3~4)
 - English+Korean / English+French / English+other languages

PG-3 On-Site Programme

PG-3-1 Scouting for Life-Smart & Scientific Programme

- operates Programmes of S1 (7 types) and S2 (8 types) of On-Site Programme.
 - manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
 - conducts daily activity safety checks. (facilities, equipment, activities sites, etc.)
 - conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
 - records results of the activities operation daily. (Sharing with Programme Records Management)
- Activities
 - S1 : Bushcraft, Crafting a Pioneer, Radio Scouting, Hwarang Awards, Find Jam Lee, Dream Merit Badge, Orienteering
 - S2 : Mute Dance, Jam Cinema, VR/AR Experience, Renewable Energy Theme Park, GPS Treasure Hunt, 3D pan art, Drone, Science class
 - ◆ Key Skill for S1 Programmes : have a high understanding of Scouting and be able to operate Programmes for their functions is highly preferred.
 - ◆ Key Skill for S2 Programmes : major in & have high interest in science-related subjects and be able to run Programmes

- ◆ Language : at least speaking in English(Lv.2~4) or English + other languages(Lv.2~3) is preferred.

PG-3-2 Safe & Secure·Sustainability Programme

- operates Programmes of S3 (2 types) and S4 (2 types) of On-Site Programme.
- manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
- conducts daily activity safety checks. (facilities, equipment, activities sites, etc.)
- conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
- records results of the activities operation daily. (Sharing with Programme Records Management)
- Activities
 - S3 : Escape the Rooftop, Survival Village
 - S4 : Escape the World's Maze, SDGs with Saebeomi
- ◆ Key Skill for S3 Programmes : work in safety-related occupations and safety education-related licenses, or have equivalent educational skills
- ◆ Key Skill for S4 Programmes : have a high understanding of sustainable development and be able to operate SDGs-related educations & Programmes for young people is highly preferred.
- ◆ Language : at least speaking in English(Lv.2~4) or English + other languages(Lv.2~3) is preferred.

PG-3-3 Culture·Tradition Programme

- operates culture-tradition Programmes of On-Site activities (9 types).
- manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
- conducts daily activity safety checks. (facilities, equipment, activity sites, etc.)
- conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
- records results of the activities operation daily. (Sharing with Programme Records Management)



- Activities : Dalgona(Korea Sugar Candy) making, Rattan Craft, Wood Craft, Drawing Korean Folk Paintings, Hanji craft, Leather Craft, Dream Kite, and Korean traditional culture (2types Programme)
- ◆ Key Skill : be interested in Korean tradition & culture, be able to run Korean tradition & culture Programmes for participants after learning, and to teach handicrafts & music for participants
- ◆ Language : at least speaking in English(Lv.2~4) or English + other languages(Lv.2~3) is preferred.

PG-3-4 Aviation Programme

- operates aviation Programmes of On-Site activities A (3 types).
- manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
- conducts daily activity safety checks. (facilities, equipment, activity sites, etc.)
- conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
- records results of the activities operation daily. (Sharing with Programme Records Management)
- Activities : light aircraft, hot air balloon, paragliding
- ◆ Key Skill : Drone-related workers or those with relevant license holders are preferred, aviation-related workers (maintenance, flight, service) or those with relevant license holders are preferred
- ◆ Language : at least speaking in English(Lv.2~4) or English + other languages(Lv.2~3) is preferred.

PG-3-5 Challenge Programme

- operates challenge Programmes of On-Site activities A (9 types).
- manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
- conducts daily activity safety checks. (facilities, equipment, activity sites, etc.)
- conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)



- records results of the activities operation daily. (Sharing with Programme Records Management)
- Activities : Milk Box Stacking, 2023 Awards, ATV, MTB, Shooting Range Zone, Garden Board Game, Pony Racing, New Sports Zone, E-Climbing
- ◆ Key Skill : have a healthy body and the physical strength to run an active Programmes
- ◆ Language : at least speaking in English(Lv.2~4) or English + other languages(Lv.2~3) is preferred.

PG-3-6 On-Site Aqua Programme

- operates aqua Programmes of On-Site activities A (4 types).
- manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
- conducts daily activity safety checks. (facilities, equipment, activity sites, etc.)
- conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
- records results of the activities operation daily. (Sharing with Programme Records Management)
- Activities : Making a Raft, Water Slide, Water Gun Game, Human Power Boat(Canoe, Kayak, Rubber Boat, Mega Paddles Boat)
- ◆ Key Skill : water Leisure sports-related workers or water lifesaving qualifications/license holders are preferred.
- ◆ Language : at least speaking in English(Lv.2~4) or English + other languages(Lv.2~3) is preferred.

PG-4 Off-Site Programme

PG-4-1 Over Night Programme

- operates the over night activities of the off-site activities
- provides interpretation necessary for communication between the person in charge of off-site activities(Korean) and the participants.
- supports participants' day/night safety management and activity operation.



- records results of the activities operation daily. (Sharing with Programme Records Management)
 - acts as liaison for support teams (transportation, food, etc.) to guarantee resource availability for overnight activities.
- ◆ Key Skill : be able to understand the direction and flow of environmental change and manage change to adapt and respond appropriately to the changing circumstances of individuals and organizations. be able to adjust and integrate to present a reasonable solution by identifying the interests and conflicts of stakeholders and judging them from a balanced perspective. Cycling, Trekking, High Adventure Activity Licence/Permit Holder (Zip lining)
 - ◆ Language : Preferably, can communicate from Korean to English (Level 2 ~ 3). Communication from Korean to other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

PG-4-2 Daily Programme

- operates the daily activities off-site(such as the programs of the 14 cities and counties)
 - provides interpretation necessary for communication between the person in charge of off-site activities(Korean) and the participants.
 - supports day/night safety management and activity operation.
 - records results of the activities operation daily. (Sharing with Programme Records Management)
- ◆ Key Skill : be able to understand the direction and flow of environmental change and manage change to adapt and respond appropriately to the changing circumstances of individuals and organizations. be able to adjust and integrate to present a reasonable solution by identifying the interests and conflicts of stakeholders and judging them from a balanced perspective. Horse Riding, Trekking, Climbing, Orienteering, Korean Traditional Tea Ceremony, World Scout Environment Programme expert are preferred as well.
 - ◆ Language : Preferably, can communicate from Korean to English (Level 2 ~ 3). Communication from Korean to other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.



PG-4-3 Off-site Aqua Programme

- operates the aqua activities of the off-site activities
 - provides interpretation necessary for communication between the person in charge of off-site activities(Korean) and the participants.
 - records results of the off-site aqua activities operation daily. (Sharing with Programme Records Management)
- ◆ Key Skill : be able to develop safe activities and to create an environment through thorough and systematic safety management of water activities. Be able to use the environment in a sustainable manner by preserving and managing the natural & artificial environment, and the environment used by humans. Watersports (Canoeing, Kayaking, SUP), Life Guarding, Swimming and Scuba Dive skills are preferred as well. Preferably, the persons in charge of the activity is a license/permit holder to conduct high adventure activities I.e. caving, climbing, trekking and watersports.
 - ◆ Language : Preferably, can communicate from Korean to English (Level 2 ~ 3). Communication from Korean to other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

PG-4-4 Off-site Adventure Programme

- operates adventure programs of on-site activities A (2 types).
 - manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
 - conducts daily activity safety checks. (facilities, equipment, activity sites, etc.)
 - conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
 - records results of the activities operation daily. (Sharing with Program Records Management)
- ◆ Key Skill : have a healthy body and the physical strength to run active programs
To add: High Adventure Activity Licence/Permit holder, Trekking & Climbing skills
 - ◆ Language : Preferably, can communicate from Korean to English (Level 2 ~ 3). Communication from Korean to other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.



PG-4-5 Off-site Transportation

- coordinates transport plans for off-site activities and manages buses.
- manages and operates off-site activities, bus boarding areas and departure points.
- manages lost items from the off-site activities.
- provides interpretation necessary for communication between the person in charge of off-site activities(Korean) and the participants.

◆ Key Skill :

Secure transportation personnel for off-site activities.

Create safe transportation plans, and communicate it to the designated leads.

Adjust dispatch and transportation plans when there is a change.

Able to cope with ever-changing situations and effectively categorize, organize, and reorganize the collected information.

- ◆ Language : English (Level 2 ~ 3). Communication from Korean to English (Level 2 ~ 3) is preferred. Communication from Korean to other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

PG-5 NSOs & Diversity Programme Support

PG-5-1 NSOs Programme Support

- Communicates with NSOs and effectively supports the operation of the Programs.
- Manages the participants. (identification of the number of participants, safety guidance, maintenance of activity site order, evacuation support in case of emergency, etc.)
- Conducts daily activity safety checks. (facilities, equipment, activity sites, etc.)
- Conducts an inspection of materials used in activities. (management of quantity of materials, request for shortage of materials)
- Records results of the activities operation daily. (Sharing with Programme Records Management)

- ◆ Language : Can speak English (Level 2 ~ 4) or other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.



PG-5-2 Programme Diversity & Inclusivity Support

- It helps participants who need physical support to participate in On-Site Programme smoothly.
 - Provides activities, site assignments, and other items to provide the right environment for participants in need. (Identification of the number of support requests, safety guidance, support request manual, emergency evacuation support, etc.)
 - Records results of the activities operation daily. (Sharing with Programme Records Management)
- ◆ Key Skill : Understand the concepts of diversity and inclusiveness and support participants' participation in on-site programme from a neutral perspective.
 - ◆ Language : Can speak English (Level 2 ~ 4) or other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

PG-6 Events

PG-6-1 Event Support

- runs opening and closing ceremonies, cultural exchange day events such as Scouts Own Ceremony, NSO performance, and K-POP concerts
 - supports the operation of stage events.
 - supports the needs of the event partners.
- supports rehearsals and trainings of the performers specially during Scout Ceremonies.
- ◆ Key Skill : have a high level of understanding in Scout ceremonies. have experiences in running Scout events or other performance events. Ability to remain calm under pressure, strong communication, interpersonal and language skills is a must (requires inter-action with event partners).
 - ◆ Language : Preferably, can speak English (Level 2 ~ 3) to be able to manage stage operations, running theme performances and Scout rehearsals. Korean to English speakers are also welcome to support the partners.



PG-6-2 Event Service

- is responsible for the safety and order of performers and participants.
 - supports participant safety, entry/exit order maintenance, and seating arrangement guidance.
 - assists in managing the waiting room for the event cast.
 - supports communication with the event coordinating team.
- ◆ Key Skill : have experiences in running Scout events or other performance events. Dependability and communication skills is a must. Preferably, he/she can represent him/her self well in the stage.
 - ◆ Language : Can speak English (Level 2 ~ 3) or other languages I.e. Spanish, Arabic and French (Level 2 ~ 3) for participants management. English (Level 3 ~ 5) or other languages I.e. Spanish, Arabic and French (Level 3 ~ 5) for performer management is required.

PG-6-3 Event Media

- supports photography, filming and editing of the main arena event.
 - supports the management of VCR screening videos and challenge videos.
 - supports video transmission operation and communicates with partner companies.
- ◆ Key Skill : have proficient skills in photography & filming and be able to use the photo & video editing program such as Premiere Pro, After Effects, Photoshop. have experiences in running Scout events or other performance events.
 - ◆ Language : English (Level 2~4) for filming, video editing and other media management. Korean to English (Level 3 ~ 5) to support video transmission.

PG-6-4 Special Events

- supports the operation of food and traditional culture events for participating countries on the Cultural Exchange Day.
 - supports the operation of the 1991 WSJ Reunion and the “Big Dinner” special events.
- ◆ Key Skill : have experiences in running Scout events or other performance events. Dependability and communication skills is a must.



- ◆ Language : Can speak English (Level 2 ~ 3) or other languages i.e. Spanish, Arabic and French (Level 2 ~ 3).

PG-7 Contingent Support

PG-7-1 Welcome Centre

- operates the Welcome centre, checks up the completion of participants' SfH, and performs medical and health checks.
- issues an ID card after checking and registering the list of participants, and reissues the ID card if it is lost or damaged.
- manages and operates the Jamboree Integrated Platform.

- ◆ Key Skill : fluent in English, French or Korean to educate visitors on Safe from Harm, and requires computer skills to operate the participant registration desk

PG-7-2 HQ Operation

- operates Jamboree Headquarters daily business including preparation & translation of documents for the meetings and writing meeting minutes and responds to feedbacks from Hub and Sub Camp Chiefs.
- collaborates with other divisions & departments by sharing current issues and supports the smooth operation of the Jamboree.

- ◆ Key Skill: fluent in at least one of the following languages: English, French, Korean, Arabic, Russian and Spanish. Some ISTs are required to translate official documents into other languages.

PG-7-3 Heads of Contingent (HoC) Relation

- prepares and runs the daily HoC meetings during the Jamboree.
- operates and responds to the communication channels of the HoC, i.e., facilitates communication channels to keep HoCs informed before, during and after the daily meetings.

- The channels are the daily 'HoC Meeting', 'Helpdesk' and 'HoC Lounge'.
- The HoC Lounge is a space for the HoC to rest and hold small meetings, so ISTs support the HoC to use the lounge without any inconvenience.
- The Helpdesk serves as an information desk for the HoC to request administrative help or to respond to feedbacks from participants, while ISTs receive opinions and assist in solving problems. IST supporting the execution of the daily HoC meetings will assist in solving problems as well.

- ◆ Key Skill : fluent in at least one of the following languages: English, French, Korean, Arabic, Russian and Spanish. Some ISTs are required to translate official documents into other languages.

PG-8 Guest Service

PG-8-1 Day Visitor

- manages the information desk at the Welcome centre for day visitors, confirms registration and payment, and guides day visitors to the location of entry/exit, parking lot, and bus stop.
- manages day visitors' entry and exit notices and tours of day visitors in the Delta area.
- manages the parking area for day visitors.

- ◆ Key Skill : be able to speak either in English or French. have relevant work experience such as the face-to-face services, parking guide, or others. have proficient skills in IT devices operations.

PG-8-2 Jamtel

- checks or manages Jamtel users among special guests.
 - secures, selects and manages Jamtel accommodations.
 - operates and manages the shuttle bus between the Jamboree campsite and Jamtel.
- ◆ Key Skill : must be able to transport and drive for special guests, and requires such as French, Arabic, or other languages in advanced or higher language skills for interpretation(Lv.4)



PG-8-3 Special Guests

- manages Special Guests overall.
 - provides registration information and food & beverage services for special guests.
 - checks the visiting schedule of special guests and manages souvenirs.
 - operates a lounge for special guests and provides food and beverage services.
 - provides information on activities which special guests can participate in at the campsite.
 - provides information about paid program activities and on Jamtel.
- ◆ Key Skill : must be able to transport and drive for special guests, and is requires such as French, Arabic, or other languages in advanced or higher language skills for interpretation(Lv.4)


PG-8-4 Receptions

- operates a welcome and farewell reception, confirms attendees, arranges seats, provides meals, and guides them to the Jamboree venue.
 - supports operation of NSO's reception.
- ◆ Key Skill : having social experience or skills in official events is preferred for Welcome/farewell reception MC, and speaking the language of NSOs fluently(Lv.4) is for NSO reception manager.

PG-9 Pre & Post Activities(PPA)

PG-9-1 Pre & Post Activities(PPA)

- Pre & Post Activities operates the transportation of participants including airport pick-up & drop-off, manages the field trip schedule, and takes care of safety.
- picks up and drops off the participants of Pre & Post Activities at the airport.
- leads participants and manages routes within the PPA schedule.
- manages safety within the participant schedule and reports to the manager in case of an emergency.
- runs Scout Night of cultural exchange for participants.
- Working Period
 - 23 July ~ 15 August 2023 (24 days) : 5 pax.
 - 25 July ~ 15 August 2023 (22 days) : 35 pax.

- 
- ◆ Key Skill : have communication skills in English in most situations (Lv.3), in Korean speaking ISTs in order to communicate with domestic companies
Preferably Korean ISTs with at least level 3 English skills to be able to communicate with the domestic company service providers.
 - ◆ have ability to run programs for Scout Night



3. Support Division

SP-1 Hub-Sub Camp Support

SP-1-1 Hub-Sub Camp Programme Support

- assist with all aspects of hub and sub camp operations associated with the program
- plans the hub and Sub Camp program and coordinates the schedule.
- prepare performance venue and implement stage events.
- carries out other necessary tasks.

◆ Language : English language skills at least Level 2

SP-1-2 Hub-Sub Camp Communications Support

- assist with all aspects of hub and sub camp operations associated with the communications
- hold meetings between co-hub chiefs and sub camp chiefs.
- Provides results of meetings between Jamboree Headquarters, Hubs and Sub-camps and shares content and communications provided by Jamboree Headquarters.
- carries out other necessary tasks.

◆ Language : Can speak English (level 3 ~ 4) and other language i.e.Spanish, Arabic and French (level 2 ~ 4)

SP-1-3 Hub-Sub Camp Facilities Support

- assist with all aspects of hub and sub camp operations associated with the facilities

◆ Language : English language skills at least Level 2



SP-2 Hub Operation

SP-2-1 Hub Programme

- assists in all aspects of Hub operations
- runs Hub programs such as stage performance

◆ Language : English at least Level 3

SP-2-2 Hub Communication

- assists in all aspects of Hub operations
- assist with all aspects of hub operations associated with the communications
- holds respective Hub meetings
- carries out other necessary tasks.

◆ Language : English at least Level 3

SP-2-3 Hub Facilities Management

- checks Hub facilities and ensures repairs and cleaning
- operates prayer rooms in Hub.

◆ Language : English at least Level 2

SP-3 Sub Camp Operation

SP-3-1 Sub Camp Operations

- assists in all aspects of Sub Camp operations
- assists in communication among other Divisions.
- assists in running Unit Leader meetings.
- supports for managing documents.

◆ Language : English language skills at least Level 3



SP-3-2 Sub Camp Coordination

- assists in all aspects of Sub Camp Operations
- supports participants and Unit leaders including Sub Camp registration
- supports entering and departing from the Sub Camps.
- resolves unit-level complaints.
- visits units and inspects the site.
- manages and distributes unit supplies.
- receives and distributes meals to units.
- checks Sub Camp facilities and ensures repairs and cleaning
- manages and distributes unit supplies.
- checks Sub Camp facilities.
- runs lost-and-found centre.

◆ Language : English language skills at least Level 2

SP-3-3 Sub Camp Programme

- assists in all aspects of Sub Camp Operations
- runs a Sub Camp night program (performances prepared by country)
- guides and assigns activities on Sub Camps
- responsibility for communal program equipment and facilities

◆ Language : English language skills at least Level 2

SP-3 Staff Camp Operation

SP-4-1 Staff Hub Management

- assists in all aspects of Staff Camp Operations
- carries out the administrative work of the Staff Camp Operation department.
- conducts communication, coordination, and meetings within HQs and other divisions or departments.
- run IST coordinator meetings

◆ Language : English language skills at least Level 3



SP-4-2 Staff Hub Operation

- assists in all aspects of Staff Camp Operations
- checks and responds to IST arrival/departure confirmations
- provides and retrieves items.
- supports staff(JPT, IST and CMT) for their daily life convenience activities.
- runs Help Desk
- manages and operates various office buildings and event venues within the campsites.
- manages and operates various convenience facilities (IT charging station, cafe & meeting place, etc.) and equipment/furniture within the facility.
- runs lost-and-found centre.
- operates the Media/Bulletin Board for various announcements and guidance.
 - ※ does NOT carry out maintenance/repair facilities.

◆ Skills/Competency : Proficient Management skills will be helpful. Ability to understand and recognize the Jamboree hierarchy to know who to escalate the issues/challenges is a must, for swift resolutions.

◆ Language : English language skills at least Level 2

SP-4-3 Staff Hub Programme

- assists in all aspects of Staff Camp Operations
- runs the On-site Program for IST staying in the Staff Camp.
- supports counseling, reservation, and transportation related to the off-site Program for ISTs residing within the Staff Camp.
- provides information on Off-site programs and supports reservation & transportation for ISTs residing within the campsite.

◆ Language : English language skills at least Level 2



SP-5 Food

SP-5-1 Food Management

- assists in all aspects of Food operation.
- oversees the supply of food materials and staff restaurant.
- make sure for smooth operation of supplying food materials & IST catering and food safety, and anticipates possible risks and establishes a prevention plan.

◆ Language : English at least Level 4

SP-5-2 Staff Restaurant

- runs a staff restaurant.
- carries food from the kitchen to the dining room.
- ensures the safety of distributed food and continuously checks to maintain cleanliness in the restaurant.
- distributes lunch boxes.
- Maintain order for the smooth operation of the restaurant.
- collaborates with selected catering companies to ensure that catering distribution is operational without time delays or shortages in quantity.

◆ Language : English at least level 2

SP-5-3 Food Supply Chain

- receives ordered foods at 20 sub camps from catering companies
- checks if it matches the order statement and supports food safety inspection
- supplies foods to units in cooperation with sub camps.
- collaborates with selected catering companies to ensure that catering distribution is operational without time delays or shortages in quantity.
- ensures the safety of distributed food and continuously checks to maintain cleanliness in the related facilities.
- collects leftover food materials after distribution and cooking, and strives to manage and dispose of leftover food materials to prevent food safety accidents from occurring.

◆ Language : English at least level 2



SP-5-4 Food Safety Management

- is in charge of overall food safety and cooperate with related governmental bodies
- responds appropriately to inquiries and situations by cooperating with the staff restaurant and food supply chain.
- minimizes environmental contamination and food safety issues.

◆ Language : English(Lv.3)

SP-6 Operation Management

SP-6-1 Global Support

- attends meetings held at the Jamboree headquarters and provides interpretation and translates into English, Korean and French.

◆ Key Skill: fluent in at least two of the following languages: English, French, Korean, Arabic, Russian and Spanish. Some ISTs are required to translate official documents into other languages.

SP-6-2 IST Career Management

- is responsible for IST related roles which include job re-allocation, IST database management and recognitions such as IST excellence awards.
- attends HoC Meetings and IST related meetings to inform about IST performances in general.

◆ Key Skill: fluent in at least one of the following languages: English, French, Korean, Arabic, Russian and Spanish. Some ISTs are required to translate official documents into other languages.

SP-6-3 WOSM Relation

- supports the World Scout Jamboree in partnership with the Host organization and WOSM.
- provides service and assistance to the WOSM in the areas of Programme, Communications, Logistics and Camp Support, ensuring the World Scout Jamboree reflects and represents World Scouting and its diversity.



- brings language, cultural, interpersonal skills and experiences to facilitate the work behind the scenes in supporting the Host organization, by providing practical and operational support as required.
- ◆ Key Skills: fluent in at least one of the following languages: English, French, Korean, Arabic, Russian and Spanish. Some ISTs are required to translate official documents into other languages.
- ◆ Be flexible and resourceful with high problem solving skills, and able to work and cooperate diplomatically within an international and multicultural framework.
- ◆ Good understanding of World Scouting and previous experience or strong interest in International Scout events are preferred.

SP- 7 Airport

SP-7-1 Airport

- ISTs at the Airport are in charge of welcoming participants arriving from abroad and supporting them to move safely to the Jamboree site.
- supports the reception and transportation of participants
- collects information of passenger status, makes lists, manages supplies, checks real-time flights, and manages flight schedules.
- ◆ Key Skill : have fluent language skills (Lv. 2~4) to communicate with other NSOs (phone calls) and computer skills such as Word or Excel

SP- 8 Distribution

SP-8-1 Distribution

- promotes the smooth operation of the Jamboree and the convenience of the participants by accurately supplying participants' individual supplies and large camping equipment with a systematic system, and conducting follow-up management.



- establishes a supply plan of individual supplies for participants and leaders.
 - manages the warehouse and manages stock and release.
 - manages and operates material supply transport vehicles and equipment.
 - conducts follow-up management of supplies. (exchange and repair request)
- ◆ Key Skill : Driver's license holder (possible to drive a porter and a van)
 - ◆ Language : Lv.2 for follow-up management of supplies and communication among ISTs, Lv.1 for management of other supplies

SP- 9 Convenience Facility

SP-9-1 Facilities

- supports and manages the operation of convenience facilities for participants in the Jamboree to increase participant satisfaction and create a pleasant camping environment.
 - manages convenience store operators. (facility maintenance, sanitation, securing demand for goods, support for suggestions, support for purchase interpretation))
 - manages the post office, bank, currency exchange centre. (facility maintenance, sanitation, currency exchange of participants, parcel interpretation, support for suggestions)
 - manages IST laundry. (facility maintenance, sanitation, support for suggestions)
- ◆ Language : English(Lv.2~5) - interpretations between laundromat company staff (Korean) and overseas participants

SP-9-2 Charging Service

- provides convenience so that participants can use their mobile phones smoothly during the Jamboree by supporting the charging of mobile phones and auxiliary batteries.
 - operates, supports, and manages mobile phone auxiliary batteries and charging stations.
 - manages battery failures and defective products.
- ◆ Language : English(Lv.2), Korean(Lv.2)



SP-9-3 Lost & Found

- stores and manages lost items of participants during the event, and provides services to help find lost items.
 - stores lost items in the camp and operates a management office.
 - collects and stores lost items in the Sub Camp Lost-and-Found centre.
 - provides information on lost items.
 - helps owners find lost items.
- ◆ Language: English(Lv.1) for Lost-and-found management, and English(Lv.2) for communication among participants for lost and found collection and delivery

SP-9-4 Parcel Service

- supports participants to participate in activities without difficulties through parcel service and support for goods delivery.
 - stores delivery items and is in charge of delivery within the Jamboree campsite. (CMT Takeover)
 - manages delivery companies and supports delivery.
 - manages parcels so that they are not lost, and take corrective action in case of loss.
- ◆ Language : English(Lv.1), Korean(Lv.2)



4. Safety Division

SF-1 Response and Surveillance

SF-1-1 Response and Surveillance

- General management of the safety and security during the Jamboree
 - Familiarization of the Jamboree Operation Plan (manual) is a must
 - Manages the “Situation Room” of the Jamboree.
 - Monitor daily and upcoming events throughout the duration of the Jamboree
 - Monitor and analyse the daily flow of participants for onsite and offsite activities
 - Monitor the flow of people to the hub and analyze the number of people entering, staying and leaving the hub.
 - Monitor and analyse the reports from the Jamboree Hospital (e.g. number of daily admittance, listening-ear)
 - Collecting and identifying reports from each Jamboree Hub and sub-camps
- ◆ Language : English (Level 2 ~ 4) or other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.
 - ◆ Key Skill : Phone and Computer skills such as Word or Excel is necessary to effectively carry out this job.

SF-1-2 Statistical Analysis

- Collect and display numerical data from the Jamboree and perform statistical analysis of the collected data.
 - Create reports and forecasts based on collected data.
 - Collects and analyses reports from each Jamboree Hub and sub-camps
 - Familiarization of the Jamboree Operation Plan (manual) is a must
 - Assist in managing the “Situation Room” of the Jamboree.
- ◆ Key Skill : a clear understanding of statistical terms and concepts. Analytical skills, computer literacy and mathematical ability is necessary to effectively carry out this job.
 - ◆ Language : English (Level 2 ~ 3) or other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.



SF-2 Crisis Management

SF-2-1 Security and Fire Response

- Maintains contact with the Jamboree Police and Fire Department.
- Manages the activities with regards to security and fire prevention.
- ◆ Language Skills: Korean, English (level 2 ~ 3) for communication with the local officials. Other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

SF-2-2 COVID19 Test Support

- supports operation of the COVID-19 Testing Center
- ◆ Language Skills: Korean, English (level 2 ~ 3) for communication with the local officials. Other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

SF-2-3 COVID19 Quarantine

- support and assists in communication with participants who will be tested positive of COVID-19
- carries out other necessary tasks.
- ◆ Language Skills: Korean, English (level 2 ~ 3) for communication with the local officials. Other languages i.e. Spanish, Arabic and French (Level 2 ~ 3) is also preferred.

SF-3 Campsite Safety

SF-3-1 Access Control

- manage vehicular traffic on the Jamboree Site main access roads, bridges, parking lots and other necessary roads.
- facilitate entry and exit of vehicles during important Jamboree events for VIPs, partner companies as well as the day visitors.
- ◆ Language : English language skills at least level 2



SF-3-2 Patrol

- operates as security officers that patrols the Jamboree Site.
- Prevent and handle minor security incidents and accidents within the Jamboree site by conducting patrols and promptly reporting incidents to the appropriate departments.

◆ Language : English language skills at least level 2

SF-3-3 CCTV

- real-time monitoring of the CCTV in the control room of the operations center
- react and intervene on time, in the event of a crisis in the CCTV control room.

◆ Language : English language skills at least level 2

SF-3-4 Disaster Relief

- works in the general situation room and supports participants evacuation in the event of disasters to minimize damage by quickly responding to natural disasters that may occur during the Jamboree.
- monitors natural disasters and weather conditions in real time.
- provide disaster response, on-site response and evacuation support during natural disasters.
- provides indoor emergency shelters and heat wave shelters.

◆ Language : English(Lv.3)

SF- 4 Hospital

- ▲ Depending on the team at the Jamboree Hospital, there are occupational groups that require qualifications and licenses as stipulated by related laws and regulations. Please be sure to check the contents.



SF-4-1 Clinic

- performs medical activities such as diagnosis, prescription, treatment, and health guidance at medical facilities within the Jamboree site in order to ensure the safety of participants and to provide efficient medical services at the Jamboree Site.
 - operates the Jamboree Hospital, Clinic, and Emergency Medical centre.
 - treats and prescribes patients.
 - report the occurrence of a patient situation and take transfer action.
 - performs or assists other medical practices.
- ◆ Key Skill : have medical qualifications and licenses as prescribed by relevant laws and majors in medical science by being able to assist in medical practice under the guidance of medical personnel
 - ◆ Language : English(Lv.4), must be able to understand technical term related to medicine, epidemiology, and health sciences.

SF-4-2 Nursing Care

- performs medical activities such as observation of nursing needs, judgment and implementation of nursing care, and medical assistance in order to ensure the safety of participants and to provide efficient medical services at the Jamboree site.
 - operates the Jamboree Hospital, Clinic, and Emergency Medical centre.
 - assists doctors in treatment and medical practice.
 - observes the patient, make nurse judgments, and care for the patient.
 - performs other medical activities.
- ◆ Key Skill : have nursing qualifications and licenses as prescribed by relevant laws and majors in nursing science by being able to assist in medical practice under the guidance of medical personnel
 - ◆ Language : English(Lv.4), must be able to understand technical term related to medicine, epidemiology, and health science

SF-4-3 Special Clinic

- performs special treatment(dental treatment), prescription, oral hygiene, and medical treatment assistance at the Jamboree medical facility for the safety and healthy participation of the Jamboree.
- performs special medical activities such as dental care.
- performs special medical practice related to dental hygiene.
- performs medical activities such as dental treatment assistance.

- ◆ Key Skill : Persons who have qualifications and licenses based on dental-related laws and regulations and are able to practice medicine under the guidance of medical professionals.
- ◆ Language : English language skills is at least level 4, must be able to understand technical term related to dentistry

SF-4-4 Epidemiology

- prevents collective diseases and infectious diseases that may occur during the Jamboree, performs duties such as overall management & control, and performs epidemiological requests in the event of the occurrence of the above diseases for participants safety.
- conducts routinely on-site inspections of epidemic risk areas (a kind of patrol concept), draws up a timeline of incidents and accidents that occurred during working hours, compiles statistics before shifts, and hand over monitoring results.
- guides quarantine measures until the epidemiological investigation is conducted when the team decides to request an epidemiological investigation, notifies them to the entire medical team after checking the precautions to be observed during diagnosis and treatment, records the situation prior to implementation, and proceeds with mediation if there is an urgent intervention currently.
- submits epidemiological data requested by the central administrative organization (si/gun/gu epidemiological investigation team, city/province epidemiological investigation team, central epidemiological investigation team, etc.) or assists the epidemiological investigation during the epidemiological investigation.

- ◆ Key Skill : Those holding qualifications and licenses as prescribed by related laws are preferred, and those majoring in medical science and nursing science who can assist in medical practice under the guidance of medical personnel are preferred.
- ◆ public health professional or field epidemiologist (like epidemic intelligence service officer)
- ◆ Language : English(Lv.4), must be able to understand technical term related to medicine, epidemiology, and health sciences



SF-4-5 Medical Administration

- performs headquarters duties such as operation and administration of Jamboree medical facilities and management of operating personnel.
 - performs headquarters duties such as operation, maintenance, and administration of Jamboree medical facilities.
 - produces centralized overall statistics.
 - manages the operating personnel of the Jamboree Hospital.
 - manages medical facility materials. (ordering of required materials, inspection and warehouse storage, etc.)
 - Inventory inspection and ordering of medicines and medical materials
 - supervises patient transport tasks such as hospital operation vehicle (emergency vehicle) management and dispatch.
 - supports work coordination and cooperation system between departments and teams within the hospital.
 - operates and manages communication networks.
 - operates the Help Desk.
 - cooperates with related organizations, outpatient hospitals, and central headquarters.
 - handles various feedbacks.
- ◆ Key Skill : have skills in providing guidance and paperwork necessary for performing medical activities, and be able to perform administrative and headquarters duties to operate the Jamboree medical facility. Having experience in warehouse material management is preferred.
 - ◆ Language: Material management (English Lv.2), other tasks (English Lv.3~4)

SF-4-6 Rapid Response

- prepares for emergencies that may occur during the Jamboree and performs duties such as situation response, patient transfer, and situation control for participants' safety.
 - operates an emergency room. (Emergency control, management and report, etc.)
 - prepares for rescue and respond to emergencies.
 - implements emergency patient transport and evacuation to partner hospitals.
- ◆ Key Skill : must have obtained qualifications or licenses as an emergency medical technician in accordance with the relevant laws and regulations. Emergency medical workers engaging in first aid work within the scope determined by the ordinance of the Ministry of Health and Welfare



- ◆ have skills in administrative and paperwork for the operation of the Situation Team
- ◆ Language : English(Lv.4), must be able to understand technical term related to medicine, epidemiology, and health sciences

SF-4-7 Listening Ear

- performs tasks such as providing intervention and psychological evaluation to participants complaining of psychological and mental discomfort based on empathy and active listening as an expert with excellent understanding of language and culture in order to ensure that participants are psychologically and mentally stable and can participate in the event happily
 - evaluates the psycho-psychological state and provides counseling.
 - provides psychological support or manage the case depending on the participant.
- ◆ Key Skill : having qualifications such as a youth counselor, a professional counseling teacher, a psychological counselor is preferred. having experience in Listening Ear at previous Jamborees is preferred. be able to help participants adapt to the Jamboree based on experience and knowledge related to counseling, and to provide counseling through empathy and active listening to the psychological and mental discomfort of the participant. have a good understanding of language and culture.
 - ◆ Language : fluent in English, Spanish, French, and other languages. At least Lv.4, and Lv.5 is highly preferred.

SF-4-8 Liaison

- coordinates matters necessary for the operation of the Jamboree Hospital by communicating by being in charge of exchanging information or opinions between departments of the Jamboree Hospital, and coordinating integrated work involving various departments.
 - coordinates the exchange of information and opinions between teams of the Jamboree Hospital.
 - supports handover and communication between IST shifts.
 - serves as a bridge for cross-functional tasks between teams and supports language among other tasks necessary for the operation of the Jamboree Hospital. and also comes with the contingent people
- ◆ Language : Fluent in English and other language i.e.Spanish, Arabic and French. (Lv4)

SF- 5 Transportation

SF-5-1 Airport Transportation

- supports bus boarding for transportation of participants from NSOs to and from Incheon International Airport Terminals through a systematic transportation system.
- supports transportation of all participants (Scouts, leaders, IST·CMT, JPT etc.) arriving at Incheon International Airport.
- supports transportation of Pre/Post Activity participants and overseas participants who use official means of transportation among NSOs contingents participating in pre/post tour programs autonomously.
 - ※ Vehicles and drivers for bus operation are in charge of Korean companies.
- calls the appropriate bus at the Jamboree Help Desk. (using walkie-talkie)
- is responsible for participants' bus boarding and crosswalk safety management.
- supports boarding of participants at the group bus boarding area and checks the passengers.

◆ Language : English(Lv.2)

SF-5-2 Service Area Support

- provides convenience to participants so that they can safely and comfortably use the rest area during transportation of overseas participants.
- guides on boarding and alighting of passengers and use of convenience facilities, and supports interpretation.
- takes care of the safety of participants in highway rest areas.
- operates flexibly according to the situation of arrival and departure of participants as a principle that this system operates 24 hours a day.

◆ Key Skill : driver's license holders preferred

◆ Language : English(Lv.2), Korean(Lv.2)

SF-5-3 Jamboree Site Shuttle Bus

- provides participants with a safe means of transportation during the event through reliable operation management and support of buses operating within the campsite.
- establishes a plan for operating shuttle buses within the campsite.
- manages the operation of shuttle buses and supervises bus drivers within the campsite.

- inspects and checks shuttle bus stops within the campsite.
- checks the safety of shuttle bus passengers within the campsite.
- manages transport companies.

◆ Language : English(Lv.2)

SF-5-4 Special Vehicle

- operates special vehicles and manages rental so that they can safely operate special vehicles and operate work systems efficiently within the Jamboree Site.
- operates special vehicles (forklifts, cranes, tow trucks, water cannons, etc.) at the operation headquarters.
- carries, unloads and holds the container in place.
- operates and manages special vehicles for people with disabilities.
- Examples of special vehicles: forklifts, cranes, trucks, tow trucks, water cannons

◆ Key Skill : Work-related special driver's license holders

◆ Language : English(Lv.2)

SF-5-5 Bicycle Service

- provides a convenient means of transportation by operating and maintaining bicycles for the headquarters and NSOs contingents.
- operates and manages rental bicycles for NSOs contingents.
- operates and manages rental bicycles free of charge to IST and CMT.

◆ Language : English(Lv.2)

SF-5-6 Motor Pool Management

- establishes and operates a transportation plan for participants, prepares a plan for safety management of operating vehicles, and supports the work of other teams within the vehicle management teams to ensure smooth transportation of participants.
- manages and operates vehicles (vans, SUVs, trucks, etc.) of the operation headquarters (placed in 5 headquarters, 5 hub centres, etc.).
- establishes and operates a transport plan for domestic participants.
- secures arrival/departure status of overseas participants.



- establishes a plan for dispatching vehicles for entering and leaving the campsite, and supports the operation of the departing transport bus.
- establishes a prior training plan for service vehicle drivers and conducts training.
- establishes a safety management plan for operating vehicles.
- supports the work of other teams in vehicle management

- ◆ Key Skill : have experience in transportation planning
- ◆ Language : English(Lv.2)



5. Infrastructure Division

IN-1 Infra Administration

IN-1-1 Office Administration

- records and maintains internal documents required for Jamboree operation.
- delivers internal documents among departments and supports mutual communication.
- ◆ Key Skill : have qualifications on computer applications and experience on business administration
- ◆ Language : English(Lv.3), French(Lv.3)

IN-1-2 External Cooperation

- communicates with each department and external groups/organizations, promotes Jamboree activities, and cooperates with and performs external tasks.
- ◆ Key Skill : have experiences in external relations
- ◆ Language : English(Lv.3), French(Lv.3)

IN-1-3 Language Support

- supports interpretation related to feedbacks or suggestions within the Infrastructure Division.
- provides information on how to use an interpreter program.
- ◆ Language : English(Lv.3), French(Lv.3)

IN-2 Facility

IN-2-2 Construction

- frequently checks facilities such as participants' main passageways, bridges, vine tunnels, and Jigsaw stream activity site, and requests repairs.



- ◆ Key Skill : Engineers majoring in civil engineering/architecture, have working experience in civil engineering/architectural work
- ◆ Language : English(Lv.3), French(Lv.3)

IN-2-3 Power Supply

- inspects campsite generators, solar street lights, and electrical facilities frequently and requests repairs.

- ◆ Key Skill : Persons who have qualifications and licenses related to Electrical Engineering or have working experience related to the subject
- ◆ Language : English(Lv.3), French(Lv.3)

IN-2-4 Communication

- frequently checks the campsite wireless AP(Wi-Fi), communication devices & chargers, and broadcasting equipment and requests repairs.

- ◆ Key Skill : Computer Engineer majors or have working experience related to electronics and communication equipments
- ◆ Language : English(Lv.3), French(Lv.3), Korean(Lv.3)

IN-2-5 Upper Facility

- frequently checks toilets, showers, and water fountains and requests repairs.
- ◆ Key Skill : Persons who has plumbing and drainage work experience is preferred
- ◆ Language : English(Lv.3), French(Lv.3)

IN-3 Campsite Management

IN-3-1 Cleaning

- provides information and guides participants in advance regarding garbage disposal.
- manages and supervises cleaning personnel and delivers areas requiring cleaning to cleaning personnel to clean.

- frequently cleans sub camps, Saemangeun Delta areas, and activity sites, and especially before and after opening and closing ceremonies.

- ◆ Key Skill : have physical strength to clean up trash in a large campsite.
- ◆ Language : English(Lv.5), Korean(Lv.5) - communication with participants and cleaning personnel

IN-3-3 Recycling Separation

- supervises the separate discharge of waste (general, recycled, food) within the campsite, and guides participants in this.
- assists with cleaning before and after opening and closing ceremonies.
- ◆ Key Skill : have a prior understanding of separate collection, and physical strength to separate and collect various garbage.
- ◆ Language : English(Lv.5), Korean(Lv.5) - communication with participants and cleaning personnel

IN-4 Camp Facility Management

IN-4-1 Facility Support

- establishes all visual matters that can be recognized regardless of language or age prior to the Jamboree.
- inspects and maintains the visual infrastructure daily.
- urgently builds and manages additional issues during the operation period.
 - ◆ Language : English(Lv.3), French(Lv.3)

IN-5 Natural Environment

IN-5-1 Environmental Preservation

- helps preserve the natural environment of the Jamboree site

IN-6 Facility Safety

IN-6-1 Facility Inspection

- responds quickly to safety accidents of participants using upper facilities.
 - conducts frequent safety checks on major moving routes, drainage channels, and various facilities and reports them.
-
- ◆ Key Skill : have prior understanding and knowledge about the safety of various facilities in the campsite, and physical strength to patrol a wide campsite.
 - ◆ Language: have simple communication skills in English & Korean by using simple words and daily life sentences, and be able to report to JPT & the Organizing Committee in case of finding the lack of safety in upper facilities (Korean)

IN - 7 SaeManGeum Delta

IN-7-1 Delta Planning & Facility

- allows Jamboree participants and day visitors to experience Scouting and Jamboree culture through various exhibitions by exchanging cultures of each country.
 - is responsible for the exhibition programs throughout the Delta area
 - responds immediately when crisis and emergency situations happen in the Delta area, and manages facilities and supplies in the Delta area.
-
- ◆ Key Skill : have advanced language skill in English(Lv.3~4) for managing the exhibition program.
 - ◆ ISTs who manage facilities must have electricity and firefighting skills and be able to speak in Korean and simple communication in English(Lv.2).

IN-7-2 Food House

- manages food houses, which are spaces for experiencing and promoting representative foods of NSOs, and supports the smooth operation of NSOs' food houses.
- supports the operation of common areas within the food houses, and gives support for the purchase process if NSOs want to buy food materials for the operation of the food house.
- supports safety inspection and overall management for safe facility operation.

- ◆ Key Skill : Be able to communicate both in Korean and in English (Lv.3) for supporting the purchase of food materials, and be able to speak simple communication in English (Lv.2) for supporting guidance and common area operation.

IN-7-3 Ban Ki-Moon SDG Maeul

- operates and supports programs that can motivate young people to actively participate in community development by realizing that they and their neighbors are members of the community by making them aware of the Sustainable Development Goals.
 - is in charge of displaying and progressing the Scouts for SDGs program, managing materials for exhibits and facilities, and conducting safety management and monitoring of participants.
- ◆ Key Skill : must have extensive knowledge of SDGs programs and activities of WOSM, and must be able to speak at least two languages(Lv.4) for running the program. Be able to communicate in simple English(Lv.2) for supporting tasks such as material management and safety management.

IN-7-4 Contingent Tents

- is a space for communication to learn and understand the various cultures, such as the culture, history, and activities of other NSOs. Each NSO installs and operates its own contingent tents.
 - guides the participating Contingent tents location and exhibition space, provides support for safe exhibition viewing for participants and visitors, and inspects the facilities in the contingent's tent.
- ◆ Key Skill : fluent in English(Lv.4) to communicate with participating contingents
 - ◆ ISTs who manage facilities must have electricity and firefighting skills and be able to speak in Korean and simple communication in English(Lv.2).

IN-7-5 Exhibition Area

- supports the creation of space to promote Scouting events, promote sponsoring organizations, and experience and share various cultures.
 - supports the operation of Scout exhibition activities, and supports the safety and exhibition viewing of participants and visitors.
 - inspects all facilities in the exhibition area and guides visitors to evacuate in case of an emergency.
- ◆ Key Skill : fluent in English(Lv.4), and must have electricity
 - ◆ ISTs who manage facilities must have electricity and firefighting skills and be able to speak in Korean and simple communication in English(Lv.2).

IN-7-6 Scout Trade Corner

- operates an item exchange corner where Scout items can be exchanged or shared, monitors participants to exchange items in a healthy way, and is in charge of maintaining order and safety management.
- ◆ Key Skill : fluent in English(Lv.4)

IN-7-7 Inter Religious Centre

- is in charge of comprehensive guidance on religious events operated by Inter-religious Centre, and guides visitors to the location of Inter-religious Centre and event venues for each religion.
 - proceeds through coordination and cooperation for tasks requested by the Joint Religious C.
- ◆ Key Skill : have a basic understanding and knowledge of religions, and have or want experience in international events. be able to speak in the language of each religion and in English(Lv.3), and some ISTs are in charge of interpreting, so must be able to interpret English-Korean, French-English/Korean, Spanish-French/English (Lv.4)
 - ◆ must be able to operate the broadcasting system and be able to communicate simply in Korean and English(Lv.2) for ISTs that manage the facility.



6. Others

OT-1-1. Preallocated ISTs

- For those of the IST groups who have been in consultation with the Organizing Committee to be assigned to specific jobs or tasks.

Ex) Contingent Media Team etc.

OT-2-1 Finnish Sauna

- To provide a genuine Finnish sauna experience.
- Assemble and take apart the sauna site at the start and end of the Jamboree.
- Manage the sauna and assist the visitors during the Jamboree.
- Perform maintenance work at the sauna area.

- ◆ Key Skill : Has a special interest in saunas. Has an open mind and willing to work with others. Basic carpentry knowledge (sawing, drilling, nailing, etc.) is an advantage.
Language Skills ~ English at least level 2.