

Annex 1 - Circular N° 09/2020

ANNEX 1 - ROLE DESCRIPTION & SUGGESTED PROFILE OF WORLD SCOUT COMMITTEE MEMBERS

Approved by the World Scout Committee in September 1995 and last updated in February 2020

1. OVERALL SITUATION WITHIN WOSM STRUCTURES

The World Scout Committee (WSC) has a central role in the governance of the World Organization of the Scout Movement (WOSM). The WSC acts on behalf of the World Scout Conference between its meetings and gives effect to its decisions, recommendations and policies. The WSC is as such vested with significant powers of oversight, appointments, budget, relationships, and organisation. This requires the WSC to be effective, efficient, accountable, and transparent.

The separation of the operational responsibilities allows the WSC to perform its governance role. The WSC supervises the management of the World Scout Bureau (WSB) and appoints its Secretary General. In addition, it establishes an operational framework of volunteer working groups which, together with WSB staff, are in charge of the delivery of the activities in line with the strategic guidance of the WSC.

The WSC is accountable to WOSM as a whole. The WSC needs to communicate, report and involve the National Scout Organizations (NSOs) so as to ensure a high level of transparency and scrutiny of the decisions taken between the meetings of the World Scout Conference.

2. MEMBERSHIP

2.1. Voting members of the WSC

There are twelve (12) Voting members of the WSC. They are each elected for a three (3) year term of office and may stand for re-election for one additional term.

2.2. Ex-Officio Non-voting members of the WSC

The following are non-voting ex-officio members of the WSC:

- The Secretary General of the World Organization of the Scout Movement
- The Treasurer
- The Chairperson or a Vice-Chairperson of each Regional Scout Committee
- A member of the Board of the World Scout Foundation.

2.3. Youth advisors to the WSC

While not Members of the WSC, the six Youth Advisors elected by the World Scout Youth Forum participate in all the aspects of the work of the WSC and its substructures, with a full right of voice.

3. ROLES AND RESPONSIBILITIES

3.1. Constitutional functions of the WSC

Article XIII.1 of the World Constitution stipulates that:

"The WSC is the executive organ of the World Organization. Its members shall consider the interests of the Movement as a whole and shall neither consider themselves, nor be considered, as representing any particular Member Organization or Region."

Article XIV.1 describes the functions of the WSC as follows:

- a) *To act on behalf of the World Scout Conference between its meetings; to give effect to its decisions, recommendations and policies; and to represent it at international and national events.*
- b) *To promote the Scout Movement throughout the world by means of visits, correspondence, training courses and other appropriate action.*
- c) *To advise and assist Member Organizations in carrying out the purpose, principles and method of Scouting.*
- d) *To recommend the admission of National Scout Organizations applying for membership, and to suspend provisionally the membership of a Member Organization.*
- e) *To designate Accredited National Scout Organizations.*
- f) *To prepare the agenda and procedure of the meetings of the World Scout Conference, giving consideration to suggestions from Member Organizations, and appoint the Chairperson and Vice-Chairperson(s) of the World Scout Conference.*
- g) *To appoint the Secretary General of the World Organization, and to appoint his Deputy or Deputies upon a recommendation of the Secretary General; and to supervise the management of the World Scout Bureau.*
- h) *To approve the annual budget and financial statements of the World Scout Bureau.*
- i) *To accept the responsibility for the raising of additional funds.*
- j) *To approve the constitutions or other laws governing Regions.*
- k) *To appoint the Treasurer.*
- l) *To appoint Chairpersons of sub-committees and working groups on the recommendation of the Chairperson of the WSC.*
- m) *To grant consultative status to such organizations as may be of assistance to the Scout Movement.*
- n) *To decide upon granting of awards for services to the World Scout Movement.*
- o) *To coordinate links with all organs of the World Organization.*
- p) *To secure compliance with the Constitution of the World Organization by all organs.*
- q) *To ensure that risks facing the World Organization of whatever nature are assessed and appropriate control measures put in place.*
- r) *To call for an extraordinary meeting of the World Scout Conference in accordance with Article XII where required.*
- s) *To consider plans and strategies for the World Organization and make appropriate proposals to the World Scout Conference.*
- t) *To approve the purchase/lease of real estate for use or occupation by the World Organization and ensure that the title is registered in the name of the World Organization according to legal requirements.*
- u) *To follow-up on the execution and evaluation of the programmes/activities of the World Scout Bureau.*
- v) *To receive yearly consolidated audited reports from the World Scout Bureau.*
- w) *To liaise and promote good relationships with the World Scout Foundation and receive its annual plans and strategies.*
- x) *To approve the creation and supervise the management of all legal bodies created on behalf of the World Organization.*
- y) *To supervise the organization of World Scout Events.*
- z) *To exercise other functions resulting from this Constitution.*

3.2. WSC meetings

- In a non-World Scout Conference year, the WSC formally meets twice a year, usually in March and September. A meeting usually lasts three full business days (normally during a weekend + Friday).
- In a World Scout Conference year, the WSC meets four times.
 - Two full business meetings normally (i.e. when the Conference is held in July/August) in March and November
 - One business meeting on the day preceding the World Scout Conference, at the venue of the event
 - A special 3-day meeting focused on the induction of the newly elected WSC, normally held in October
- WSC meetings are usually held at the WSB Global Support Centre in Kuala Lumpur but may be held at other locations, at the discretion of the WSC and insofar as budget allows.
- The provisional agenda and related supporting documentation are sent to all WSC members in advance of each meeting.
- In addition, the Steering Committee (Chairperson, two Vice-Chairpersons, a Youth Advisor to the WSC and the Secretary General) meets regularly through electronic means.

3.3. WSC substructures

According to Article XVI.6 of the Constitution, *"the WSC may establish, on a permanent or ad hoc basis, such subsidiary committees or other organs as it deems necessary for the performance of its functions."* In practice over the last triennia, the WSC has established an operational framework of volunteer groups that, in conjunction with the WSB, delivers on the objectives of the approved Triennial Plan. In addition, the WSC also has five Standing Committees directly supporting its governance responsibilities (Audit, Ethics, Finance, Constitutions, and Honours & Awards). The majority of meetings of the operational framework and Standing Committees happen through electronic means, in-person meetings happen based on need and insofar as budget allows.

3.4. WSC Expense Policy

In accordance with Resolution 2002-10, WSC members attending WSC and sub-committee meetings are entitled to request reimbursement of their expenses for travel and accommodation, in keeping with specific WSC Expenses Policy. This policy is [available here](#) and on the Intranet of scout.org (in English).

4. STANDING ORDERS OF THE WSC AND ITS SUBSTRUCTURES

As a consequence of Article XVI.5, the WSC has adopted its own Standing Orders. These outline a vast amount of processes and procedures which govern the daily operations of the WSC and its substructures, including membership, meetings, relationships with other entities etc. The Standing Orders are available to all NSOs and are reviewed and approved by each incoming WSC.

To acquire a deeper understanding of the operations and duties of the WSC, it is highly recommended for each candidate to carefully review the current version which is [available here](#) and on the Intranet of scout.org.

5. WORLD EVENTS

- The host of the **43rd World Scout Conference** and **15th World Scout Youth Forum** in 2023 will be decided at the World Scout Conference in Egypt in August 2020.
- The **25th World Scout Jamboree** will be from 1 to 12 August 2023 in Saemangeum, Republic of Korea. The host of the Jamboree is the Korean Scout Association. The host of the **26th World Scout Jamboree** in 2027 will be decided at the World Scout Conference in Egypt in August 2020.
- The **16th World Scout Moot** will be held in Ireland from 19 to 29 July 2021. The Host of the **17th World Scout Moot** will be decided at the World Scout Conference in Egypt in August 2020.
- The WSC usually appoints a person to act as a liaison with the Host of these events.

6. Regional Scout Conferences and other activities

According to Article XX of the Constitution, *"Regions may be established in conformity with the requirements of this Constitution, comprising Member Organizations so desiring within a geographical area to be defined from time to time by the WSC"*. At present, there are six Regions within WOSM: Africa, Arab, Asia-Pacific, Eurasia, Europe and Interamerica.

Each Region holds a Regional Conference every three years, plus several Regional Committee meetings annually and many regional activities. The next Regional Conferences will be held in 2021 and 2022.

7. LIAISON ROLES WITH OTHER ORGANISATIONS

The WSC usually appoints its members or representatives to liaise with a number of external partners. These include the World Scout Foundation, WAGGGS, KISC, as well as other non-Scout Organizations.

7.1. Organisations holding Consultative Status with the WSC

A number of organizations have been granted Consultative Status by the WSC in the past. These include:

- the Council of Protestants in Guiding and Scouting (CPGS),
- the International Link of Orthodox Christian Scouts (DESMOS),
- the International Catholic Conference of Scouting (ICCS),
- the International Scout and Guide Fellowship (ISGF),
- the International Forum for Jewish Scouts (IFJS),
- the International Union of Muslim Scouts (IUMS),
- the World Buddhist Scout Council (WBSC),
- and the World Scout Parliamentary Union (WSPU).

At the beginning of each WSC mandate, the status of these organisations is reviewed in line with the [policy for granting consultative status with the WSC](#). Members of the WSC may be asked to serve in a liaison role with these organizations and attend their conferences and meetings. The specific function of the WSC member may vary from one organization to another, depending on the organization's own statutes.

8. SPECIAL TASKS

Depending on the needs arising from the WSC's work.

WORLD SCOUT COMMITTEE MEMBER SUGGESTED PROFILE

Approved by the World Scout Committee in September 1995 and last updated in February 2020

According to Article XIII.1 of the World Constitution, the members of the WSC "...shall consider the interests of the Movement as a whole and shall neither consider themselves, nor be considered as representing any particular member Organization or Region".

This means that the candidates for the WSC must

- comply with WOSM's [Safe from Harm](#) requirements and abide by WOSM's [Code of Conduct](#) as a candidate and, when elected, as a Member
- be registered as a member of WOSM, in line with [Resolution 1999-07](#), and be nominated by a WOSM Member Organization
- have a strong commitment to Scouting, coupled with an understanding of, and exposure to World Scouting
- understand the current [Strategy for Scouting](#), to be capable and willing to address with creativity and determination challenges facing World Scouting; to be able to motivate and inspire fellow WSC members, and other leaders in World Scouting, to constructive and positive action in carrying out the Mission
- be in good health and in condition to travel to at least two WSC meetings a year and other international (Scout) events where his/her specific functions would require his/her presence
- accept a fairly extensive commitment of time, and be able to react regularly to papers, reports and correspondence
- be reliable in meeting responsibilities and deadlines
- be motivated to act with other members of the WSC to serve, in a personal non-partisan capacity, the sole interests of WOSM in the fulfillment of its Mission & Vision and not for reasons of personal ambition or prestige
- be resolute and non-partisan in making decisions, and tolerant in carrying them out have the courage to recommend what is right, even if that choice may not be popular
- be prepared to exercise a governance/oversight role and to make appointments for the operational roles
- be prepared to review and decide on recommendations of sanctions proposed by the Ethics Committee and in line with the [WOSM Complaints Policy](#)
- be sensitive to, and experienced in intercultural relations, handling concerns and opinions of others with respect
- be able to work in an intergenerational context and encourage the full participation of young people in all levels of WOSM decision-making
- be able to communicate either in English or French
- possess independent judgment
- be ready to work with team spirit to build within the WSC conditions promoting unity and harmony among its members
- have a high consciousness of the ethical and professional responsibilities that membership on the WSC implies towards WOSM and beyond it
- be inspired at all times in their decisions and actions by the principles and values of Scouting

Annex 2 - Circular N° 09/2020

ANNEX 2 – NOMINATION FORM For election to the World Scout Committee, term 2020-2023

This form is part of a package of 4 elements that needs to be submitted for each candidate:

- A duly completed **Nomination Form** (this document)
- **A horizontal head and shoulder colour portrait of the candidate** in electronic format (see Annex 3 for technical specifications)
- A duly completed **Statement of Motivation** of the candidate (Annex 4)
- **A duly completed Conflict of Interest "Certification Form"** (Annex 5)

*The full package should be submitted to the World Scout Bureau **no later than 24 June 2020 23h59 GMT, in digital format only**, to Charles Ng, Senior Manager, Constitutions and Legal GRC (charlesng@scout.org).*

Surname:		First name:	
Nationality:		Country of residence:	
Date of birth:		Gender:	
E-mail address:		Mobile:	

Registered member of WOSM with the following Member Organization (MO):	
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Educational background and qualifications:	
Professional activities (limit to 5):	

Please mark in bold language proficiency:	
English	• native speaker • fluent • good • basic • none
French	• native speaker • fluent • good • basic • none
Arabic	• native speaker • fluent • good • basic • none
Spanish	• native speaker • fluent • good • basic • none
Russian	• native speaker • fluent • good • basic • none
...	• native speaker • fluent • good • basic • none
...	• native speaker • fluent • good • basic • none

Scouting experience (appointment held, dates, etc. including service on Committees and/or Task Forces and involvement in international Scout events; limit to 12 total):	
National level:	

Regional level:	
World level:	

Membership of other organizations (limit to 5):	
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Please include a short rationale why the MO is nominating this candidate for election to the World Scout Committee? (max. 200 words)

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We confirm that the above candidate has agreed to stand for election to the World Scout Committee and is willing to commit her/his time, energy and passion to the World Organization of the Scout Movement.

NSO:	
Country:	
Name:	
Position*:	
E-mail address:	
Date:	
Signature:	

** Nominations of candidates for election to the World Scout Committee should be signed by authorised representatives of the MO (President, Chief Commissioner, International Commissioner)*

The Safe from Harm Check is a requirement that applies to anyone involved in the leadership of the Scout Movement. It is the right and responsibility of the MO to undertake diligence and implement necessary screening to ensure full-clearance of the candidate in any matter related to child and youth protection.

By ticking this box, the candidate's MO confirms that a Safe from Harm Check was implemented and full-clearance in terms of misconduct or inappropriate behaviour is verified⁶, thus the candidate is fully supported by their MO.

Pursuant to Resolution 2002-09, candidates will be invited to present, in a plenary session on 25 August 2020, their personal motivations, priorities and objectives for their future contributions to the World Scout Committee, should they be elected. Further details will be provided to candidates in the run-up to the World Scout Conference.

⁶Resolution 2002-07 "Keeping Scouts Safe from Harm", WOSM's Child and Youth Protection Position Paper (2016), and World Safe from Harm Policy (Circular 13/2018)

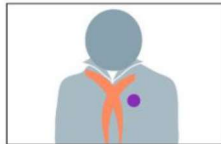
Annex 3 - Circular N° 09/2020

ANNEX 3 - TECHNICAL SPECIFICATION
HEAD AND SHOULDER COLOUR PORTRAIT OF THE CANDIDATE
For election to the World Scout Committee, term 2020-2023

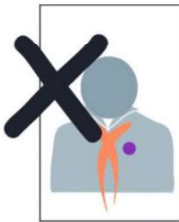
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- A duly completed **Nomination Form** (Annex 2)
- **A horizontal head and shoulder colour portrait of the candidate** in electronic format (see this document for technical specifications)
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Yes Landscape



NO vertical

- Recent photograph in colour
 - Dressed in the National Scout Uniform
 - Landscape portrait
 - White background
 - Digital format - high resolution
 - .JPG or .TIFF file

 - NO Power Point file
 - NO Microsoft Word file
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Annex 4 - Circular N° 09/2020

**ANNEX 4 – STATEMENT OF MOTIVATION
For election to the World Scout Committee, term 2020-2023**

This form is part of a package of 4 elements that needs to be submitted for each candidate:

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Surname:		First name:	
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1. What is your personal motivation to stand for election to the World Scout Committee? (max. 200 words)

2. What do you see as the most important issues and opportunities facing World Scouting? (max. 150 words)

3. What experience and skill sets would you bring to help World Scouting achieving Vision 2023? (max. 150 words)

4. How would you describe your leadership style? (max. 150 words)

5. In which Strategic Priority / Areas of work do you wish to be involved?

- Youth Engagement
- Educational Methods
- Diversity & Inclusion
- Social Impact
- Communications & External Relations
- Governance
- Finance / Audit
- Constitutional & Institutional matters

Annex 5 - Circular N° 09/2020

ANNEX 5 – CONFLICT OF INTEREST “CERTIFICATION FORM” For election to the World Scout Committee, term 2020-2023

This form is part of a package of 4 elements that needs to be submitted for each candidate:

- A duly completed **Nomination Form** (Annex 2)
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- A duly completed **Statement of Motivation** of the candidate (Annex 4)
- **A duly completed Conflict of Interest “Certification Form”** (this document)

*The full package should be submitted to the World Scout Bureau **no later than 24 June 2020 23h59 GMT, in digital format only**, to Charles Ng, Senior Manager, Constitutions and Legal GRC (charlesng@scout.org).*

About the World Scout Committee Conflict of Interest Policy

The purpose of the Conflict of Interest Policy that was approved by the World Scout Committee (WSC) in November 2014, is to prevent the institutional or personal interests of the WSC members of the World Organization of the Scout Movement (WOSM) from interfering with the performance of their duties and to see that there is no personal, professional, or political gain at the expense of WOSM. This policy is not designed to eliminate relationships and activities that may create a duality of interest, but to require the disclosure of any conflict of interest and the non-participation of any interested party in a decision relating thereto.

Under WOSM’s Constitution, WSC members have a responsibility to act in the best interests of WOSM as a whole above all other roles and responsibilities carried on by WSC members when making decisions. If a decision is to be made where the WSC members have a personal or other interest, this is regarded as a “conflict of interest” and the WSC member will not be able to comply with his or her responsibilities unless certain steps are followed.

In particular, a WSC member has a conflict of interest if the WSC is considering making a decision that would mean either:

- a WSC member or the WSC member’s Member Organization (MO) could (be perceived to) benefit financially or otherwise from that decision, either directly or indirectly, or
- a WSC member’s duty to WOSM competes with a (perceived) duty or loyalty through another appointment that the WSC member has to another organization, Scout committee or individual.

Conflicts of Interest are common in voluntary, public and commercial dealings. Having a conflict of interest does not mean that a WSC member has done something wrong or that he or she must always stand down from involvement in that decision. However, a WSC member needs to act with prudence to prevent conflicts of interest from interfering with the WSC member’s ability to make a decision only in the best interests of WOSM.

A copy of the full WSC Conflict of Interest Policy (in English) can be [downloaded here](#) and the current Registry of Declared Interests for the incumbent WSC is [available here](#).

Requirements for candidates for election to the World Scout Committee

In line with Resolution 2014-04, all candidates for election to the World Scout Committee for the term 2020-2023 are required to duly complete the attached Conflict of Interest "Certification Form". Candidates should be conscious that the content of this declaration will be disclosed to the 2020 World Scout Conference as part of the information package on each candidate for election to the World Scout Committee.

CONFLICT OF INTEREST CERTIFICATION FORM

Candidates for election to the World Scout Committee (Term 2020-2023)

I have read, understood and agree to abide by the WSC Conflict of Interest Policy in case I am elected to the World Scout Committee. To the best of my knowledge, I (mark one in **bold**) *have / do not have* one or more conflicts as described in this Policy. If applicable, all known conflicts are noted below. I will give prompt notice during the term of any additional conflict of interest as it arises.

1. Yes / No (mark one in **bold**), I hold a Scouting position of leadership or authority at the national level in my MO.

If yes, please provide details of your position and responsibilities. If you intend to resign from (some of) these positions and responsibilities upon election to the WSC, please mark them as such.

2. Yes / No (mark one in **bold**), I hold a position of authority at the Regional level in a Scout Region.

If yes, please provide details of your position and responsibilities. If you intend to resign from (some of) these positions and responsibilities upon election to the WSC, please mark them as such.

3. Yes / No (mark one in **bold**), I, or a member of my family, a related party or other organisation that I control, offer services in exchange for paid remuneration to Scout Organizations or related activities at any level.

If yes, please provide details of the services you provide to Scouting in exchange for paid remuneration. If you intend to stop offering (some of) these services upon election to the WSC, please mark them as such.

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4. Yes / No (mark one in **bold**), I, or a member of my family, have other appointments or responsibilities, which may affect my ability to fulfill the roles and obligations as a WSC member under the Constitution of WOSM.

If yes, please provide details of the appointments or responsibilities held by you. If you intend to resign from (some of) these upon election to the WSC, please mark them as such.

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I am aware that the content of this declaration will be disclosed to the 2020 World Scout Conference as part of the information package of my nomination to the election to the World Scout Committee. If I am elected, this information (including any updates I provide during the term) will be disclosed in the Registry of Declared Interests on the Intranet of scout.org.

Name:	
Date:	
Signature:	