

Core Committee Role	Team Lead roles	Role summary	Person specification
Chairperson		Successfully deliver a Jamboree in January 2026 in accordance to the terms of reference and framework provided. Lead the Core Committee and work closely with the Jamboree Manager.	GirlGuiding NZ Leader Qualification; GirlGuiding NZ Outdoor Camping Qualification; experience at a previous Jamboree (preferred); large event experience; people management skills.
	Girl Consultation Team Lead	Ensure that GirlGuiding New Zealand’s girl-led principles and processes are an integral part of the event planning and delivery. The Girl Consultation Team Lead supports the Jamboree Girl Advisory (GAP) to contribute their voices to the Jamboree planning and delivery.	GirlGuiding NZ Leader Qualification; ability to support Girls, to share their opinions in the planning of Jamboree and, to be the ‘face’ of Jamboree during the event. Ability to multi-task and problem solve really important, as is being confident using technology.
	Group Leader (s)	This is an important team lead role. The Group Team is made up of six roles: Group Leader, Group Assistant Lead, Group Assistant Lead – Safety & Risk, Group Site & Equipment Lead, Group Catering Lead, and Group Health & Welfare Lead. This Team supports a group of approximately 300 girls and leaders in a sub-camp environment.	GirlGuiding NZ Leader Qualification; GirlGuiding NZ Outdoor Camping Qualification; large event experience; people management skills. <i>Applications welcome from potential Group Leaders indicating a pre-organised Group Team or from potential Group Leaders without a Group Team.</i>

Finance Team Lead		<p>Ensure that the event operates within an agreed budget and within delegated authority.</p> <p>Responsibilities also include supporting merchandise, purchasing, sales and sponsorship for the event.</p>	<p>Qualification and professional skills in accounting and finance management; good knowledge of GirlGuiding NZ's finance policies and procedures (desirable); experience of large event budget preparation and management (preferable); people management skills.</p>
	Finance Team 2IC	<p>Works with the Finance Team Lead to ensure that the event operates within an agreed budget and within delegated authority.</p> <p>Responsibilities delegated by the Finance Team Lead may also include supporting merchandise, purchasing, sales and sponsorship for the event.</p>	<p>Qualification and professional skills in accounting and finance management; good knowledge of GirlGuiding NZ's finance policies and procedures (desirable); experience of large event budget preparation and management (preferable); ability to multi-task and problem solve really important.</p>
	Merchandise Team Lead	<p>Will work closely with the Finance Team Lead to source items for the shop, manage pre-sales for collection onsite, manage the shop operation(s) onsite and support any end of Jamboree sales.</p>	<p>Previous retail management experience. A team leader who can manage a team in a busy shop environment. Ability to multi-task and problem solve really important, as is being confident using technology.</p>
Registration and Communication Team Lead		<p>Oversees registration both national and international.</p> <p>Communications responsibilities include promotion of the Jamboree internally and externally including</p>	<p>Excellent communication skills; experience using event management platforms; large event management experience; people management skills.</p>

		direct email, media, social media and website content.	Ability to multi-task and problem solve really important, as is being confident using technology.
	Registration Team Lead	Manages registration both national and international. Placement of all participants and volunteers. Onsite registration processes and administration of Jamboree event management platform.	Experience using event management platforms, large event experience; people management skills. Ability to multi-task and problem solve really important, as is being confident using technology.
	Media Team Leader	Telling the story of Jamboree 2026 and ensuring smooth communications will help the event run well. Leading a team of people with skills in communications, including using social media, uploading website content in a content management system, editing and uploading photos and taking photos.	Media savvy with experience and contacts in the industry; social media experience. Ability to multi-task and problem solve really important, as is being confident using technology.
	Local Liaison Team Leader	This role is perfect for someone who copes well with fast paced and high-pressure situations, and loves solving problems.	Lives, works or has contacts in the Waipa District / Hamilton / Waikato Region. Wide range of local knowledge and contacts; ability to multi-task and problem solve really important.
	International Liaison Lead	Help answer questions and solve problems for our international	GirlGuiding NZ Leader Qualification; international GirlGuiding experience (preferable);

		contingents before, during and after Jamboree.	ability to multi-task and problem solve really important.
Programme Team Lead		Responsible for all the programme delivery aspects of the Jamboree this includes onsite and offsite elements of the girl programme.	<p>GirlGuiding NZ Leader Qualification; large event experience; people management skills. Innovative programme designer.</p> <p>Ability to multi-task and problem solve really important, as is being confident using technology.</p>
	Guide Programme Team Lead	Responsible for the programming of the Guide subcamp for both the onsite and off site component for Jamboree.	<p>GirlGuiding NZ Leader Qualification; large event experience relevant to Guide age; people management skills.</p> <p>Ability to multi-task and problem solve really important, as is being confident using technology.</p>
	Ranger Programme Team Lead	Responsible for the programming of the Ranger subcamp for both the onsite and offsite component for Jamboree.	<p>GirlGuiding NZ Leader Qualification; large event experience relevant to Ranger age; people management skills.</p> <p>Ability to multi-task and problem solve really important, as is being confident using technology.</p>
	Day Programme Team Lead	Responsible for the programming of the Day events offered onsite for girls aged 5-9.	<p>GirlGuiding NZ Leader Qualification; large event experience relevant to ages 5-9; people management skills.</p>

			Ability to multi-task and problem solve really important, as is being confident using technology.
	Opening and Closing Ceremonies Lead	Events and logistics super star responsible to work with our Jamboree Girl Advisory (GAP) to make our Opening and Closing Ceremonies AMAZING!	Large event experience; people management skills. Ability to multi-task and problem solve really important, as is being confident using technology.
Health, Safety and Welfare Team Lead		Responsible for the health and wellbeing of all participants while at Jamboree and risk management of the Jamboree event.	Qualification or professional skills in health and/or safety and/or incident and/or risk management (preferred); knowledge of GirlGuiding NZ health, safety and risk management policies and procedures (desirable); large event experience; people management skills.
	Health Team Lead	Responsible for the management of the health centre and medical care for all participants while at Jamboree.	Registered nurse, midwife, medical practitioner with a current practicing certificate or hold an advanced first aid certificate; working alongside an external medical provider to provide a high level of medical care to participants. Large event experience; people management skills.
	Safety and Risk Lead	Responsible for the safety of all participants while at Jamboree and	Health and Safety and/or Risk Management qualification and/or

		risk management of the Jamboree event.	experience essential; large event experience; people management skills. Ability to multi-task and problem solve really important, as is being confident using technology.
	Welfare Team Lead	Responsible for the management of the wellbeing of all participants while at Jamboree including drop in / quiet spaces, sensory support and disability supports and accommodations.	Experience with supporting people with a variety of additional needs is essential to this role as well as experience leading and coordinating other adults in a sometimes stressful environment.
Operations Team Lead		Responsible for the operation of the Jamboree this includes all site, equipment, security, transport and catering aspects contributing to the safe and smooth running of the Jamboree.	GirlGuiding NZ Outdoor Camping Qualification (or similar preferred); experience at a previous Jamboree (preferred); large event experience; an understanding of the technical and legal requirements needed to deliver site planning, transportation management and procuring equipment effectively for large scale events; and people management skills.
	Site Team Lead	Responsible for the planning and implementation of the site layout and site services.	GirlGuiding NZ Outdoor Camping Qualification (or similar preferred), experience at a previous Jamboree (preferred), large event experience; people management skills including working with contractors.

			Ability to multi-task and problem solve really important, as is being confident using technology.
	Equipment Team Lead	Responsible for coordinating the provision of equipment in all areas except programme.	<p>GirlGuiding NZ Outdoor Camping Qualification (or similar preferred), experience at a previous Jamboree (preferred); familiarity with a range of camping equipment and how these are maintained and repaired (essential); large event experience; people management skills.</p> <p>Ability to multi-task and problem solve really important, as is being confident using technology.</p>
	Catering Team Lead	Responsible for the onsite and offsite catering for the whole of the Jamboree.	<p>Experience at a previous Jamboree (preferred); large event catering experience; people management skills including working with contractors.</p> <p>Ability to multi-task and problem solve really important, as is being confident using technology.</p>
	Security Team Lead	Responsible for the organisation and implementation of 24-hour security for the on-site portion of the Event. Offers advice to adventure leaders and programme activity leads on off-site security.	Experience at a previous Jamboree (preferred); large event experience; people management skills including working with contractors.

			Ability to multi-task and problem solve really important, as is being confident using technology.
	Transport Team Lead	Responsible for the planning and implementation of all transport required before, during and after the event. Note: this role has no responsibility for delivery of girl and leader transport to and from the event except for bus transport from the Airport.	<p>Experience at a previous Jamboree (preferred); experience with bus or transport management (beneficial); large event experience; people management skills including working with contractors.</p> <p>Ability to multi-task and problem solve really important, as is being confident using technology.</p>