

# Suffolk Punch – Deputy Subcamp Leader (x4)

20<sup>th</sup> to 25<sup>th</sup> August 2026



**Role Purpose:** This role will involve supporting the subcamp team to ensure all unit leaders and participants have a quality Suffolk Punch experience.

**Responsible to:** Head of Subcamps & Subcamp Leader

**Responsible for:** Deputising to the Subcamp Leader at Suffolk Punch. Supporting the Subcamp Leader in the development and delivery of the Suffolk Punch experience for all.

**Works with:** Head of Subcamps, Subcamp Leader, Subcamp Team Members, Unit Participants & Leaders.

## Specific Responsibilities:

### Prior to Event:

- To attend at team meetings (some face to face, some electronic).
- To work with the Subcamp Leader to maintain consistent communication to Units.
- To help manage the subcamp's communication channels and share information with Units.
- Identify risks, issues and needs at the earliest opportunity and discuss these with the Subcamp Leader and other Subcamp Leaders to plan their resolution.

### Set Up Days:

- To assist with the setting out of subcamp areas.
- To assist with the building of the main camp.
- To assist with putting together participant welcome packs.

### Camp Arrangements:

- To support arrivals, ensuring units know where to pitch, can orientate themselves within the camp and assist with initial enquiries.
- To help manage the communication of information between the Central Team and the Subcamp Team, ensuring that all information is available and team members are fully briefed.
- Assist with the welfare and pastoral needs of the subcamp.
- To help run daily subcamp meetings with the unit leaders on the subcamp.
- To be the first port of call for any issues or concerns raised by unit leaders or participants
- To assist with departures and packing down of camp at the end of the event.

### After the event:

- Provide feedback to the to the organisers to be collated and passed on to the next event team.

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## Role Requirements:

- You will be a member of The Scouts UK.
- You will be required to hold a current DBS Disclosure through The Scouts UK.
- You will be required to have in date Safety & Safeguarding through The Scouts UK.

## The appointee must:

- Accept the values of Scouting.
- Agree not to promote any beliefs, behaviours or practices that are not compatible with the values of Scouting.
- Agree to work within the policies and rules of The Scouts UK.

## Person Specification:

- Ability to lead a team.
- Ability to work as part of a team, enthusiastic for any challenge.
- A 'can do' attitude, prepared to go the extra mile for the participants.
- Strong organisational skills.
- Strong communication skills.
- Able to think creatively, adapt, reassess and solve problems.
- Ability to summarise information for different audiences.
- Ability to maintain independent and objective judgement.