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World Organization of the Scout Movement  
Organisation Mondiale du Mouvement Scout  
Всемирная Организация Скаутского Движения  
Organización Mundial del Movimiento Scout  
المنظمة العالمية للحركة الكشفية

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**Circular N° 8/2009**

To : International Commissioners

March 2009

**KANDERSTEG & SUNCHEON STAFF APPLICATIONS**

Dear Colleagues,

The Kandersteg International Scout Center in Switzerland and the Suncheon Asia-Pacific Scout Centre in Korea offer unique opportunities for Scouts from all over the World to have a lifetime experience of sharing international brotherhood, having great fun, while gaining management experience and a broader view on world issues. Through the World Scout Bureau, both centers are asking the assistance of National Scout Organizations to help them streamline the administrative procedure for short term staff application.

We are pleased to do so and to send you attached the specific note from both centers on this question and application form.

Thanks in advance for your co-operation.

Yours in Scouting,

Luc Panissod  
Secretary General

**Enclosure** : mentioned

To: International Commissioners  
International Departments of NSO's

March 2009

### **Staff Applications**

Dear International Commissioner,

It is our pleasure to write to you from both The Suncheon Asia-Pacific Regional Scout Centre and the Kandersteg International Scout Centre. Both Centres have a close co-operation and a similar volunteer staff structure.

Scouts from all over the world have the unique opportunity to work at one of the 2 Centres. By doing this they are able to gain international management experience, intercultural experience, gain a wider view on world issues in general and scouting issues specifically and they have a great time at a unique place.

For both Centres it is impossible to do a face-to-face interview with and a full background check of each of the candidates. We therefore request the assistance of the National Scout Organisations with the following:

- A Staff Application will only be accepted when it is dully signed and stamped by an official of the NSO – preferably the International Commissioner.
- By doing so the NSO confirms:
  - That the candidate is a registered member of the NSO and will be for the full time of the work period at one of the Centres.
  - That the candidate, according to the information of the NSO or the local group leader, has no police/criminal record and deals respectfully with youth members.
- It would be much appreciated if the International Commissioner or International Department contacts the local group leader to get some background information and writes a short reference on the application form.

Besides this each candidate is requested to provide at least two written references.

Your co-operation is much appreciated and valued!

In case of questions, please do not hesitate to contact one of the Centres directly.

Yours in Scouting,

**Simon Hang-Bock RHEE**, Director  
The Suncheon Asia-Pacific  
Regional Scout Centre  
[international@scout.or.kr](mailto:international@scout.or.kr)

**Mark Knippenberg**, Director  
The Kandersteg International  
Scout Centre  
[director@kisc.ch](mailto:director@kisc.ch) / [www.kisc.ch](http://www.kisc.ch)





### Section 4: Work Skills

Give a brief summary of the skills (e.g. languages, climbing, camping or forestry experience) and experience (e.g. work at other centres) you have that you feel would make you a suitable member of the staff team at Suncheon Asia- Pacific Scout Centre or Kandersteg International Scout Centre. (You must give more detail in your supporting documents.)


Where did you hear about the Centre?.....

### Section 5: To be completed by all applicants

If I am accepted to work as a member of the short term staff at Suncheon Asia- Pacific Scout Centre or Kandersteg International Scout Centre, I agree to prepare myself as advised by the Centre and to follow the Centre's rules. I enclose the following documents:

- |                     |                          |                             |                          |
|---------------------|--------------------------|-----------------------------|--------------------------|
| Personal Profile    | <input type="checkbox"/> | Copy of Passport Photopage  | <input type="checkbox"/> |
| Medical Certificate | <input type="checkbox"/> | Copies of Certificates etc. | <input type="checkbox"/> |
| Photograph          | <input type="checkbox"/> | Reference(s)                | <input type="checkbox"/> |

Signature: ..... Date:..... Place: .....

### Section 6: To be completed by the National Scout Organization

On behalf of the .....(NSO)

I.....(name CC/IC/SG) confirm that Mr./Ms. .... is a registered member of the above Association and, to the best of our knowledge, is capable of fulfilling the work required by the positions for which he / she has applied.

Signature: ..... Date:..... Place: .....

Position in the Association: .....

Comments:


*If this section is not fully completed by the appropriate person, this form will be returned to the applicant.*

### Section 7: For Official Use

Application Received:	Application Rejected:	Application Confirmed:
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# Medical Certificate for Short Term Staff

## Section 1: Personal Details of the examined person

Family Name:	First Name:
Address:	
Country:	Postcode:
Telephone:	Mobile No.:
Date of Birth:	Nationality:

## Section 2: Questions

1. In your opinion, is the above named physically and mentally able to do strenuous activities for 2 months? YES/NO
2. In your opinion, is the above named physically and mentally able to lead hikes and other activities on a regular basis? YES/NO
3. Does the above named have any physical or mental deficiency that could influence the persons ability to work? YES/NO <i>If question 3 is answered with a YES, please give more details:</i>
4. Does the above named take any regular medication? YES/NO <i>If question 4 is answered with a YES, please give the name of the medicine and for what purpose:</i>

## Section 3: Doctors Certification

I, ..... (name) confirm that .....(person) was examined by myself today, and that the physical and mental state of the above named on that date is reflected in Section 2 of this form. To the best of my knowledge, this person is capable of fulfilling the work at the Centre as required by the positions for which he/she has applied.	
Signature: ..... Date:..... Place: .....	
Hospital Address:	
Comments:	
	Stamp