



**THE SCOUT ASSOCIATION OF AUSTRALIA
QUEENSLAND BRANCH INC.**

DUTY STATEMENT

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| TITLE OF POSITION | Branch Adviser (Venturer Scouts) |
| PERSON TO WHOM RESPONSIBLE | Branch Commissioner (Venturer Scouts) |
| LIAISON PERSONNEL | Branch Commissioner (Venturer Scouts) Members of the Youth Program Team Branch and Region Commissioners Venturer Scout representatives at Region and District level |

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| FUNCTIONS | <ol style="list-style-type: none">1. To support the Branch Commissioner (Venturer Scouts) in dealing with matters affecting the Venturer Scout Section in the Queensland Branch.2. In conjunction with the Branch Commissioner (Venturer Scouts) assist with the development of the Venturer Scout Section in the Queensland Branch.3. To carry out functions delegated by and in support of the Branch Commissioner (Venturer Scouts). |
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| DUTIES | <ol style="list-style-type: none">1. Run the Branch Youth Venturer Scout Council and the Branch Venturer Scout Council, particularly in regard to monitoring Queen's Scout Award level activity approvals.2. Support the members of the Branch Youth Venturer Scout Council.3. Support the network of District Leaders (Venturer Scouts).4. Administer the Duke of Edinburgh's Award scheme.5. Prepare content for inclusion in the Venturer page of Encompass.6. Manage the membership and content of the Venturer Scout bulletin board.7. Organise and deliver the Venturer Scout training program (i.e. Venturer Scout Unit Management courses and Venturer Scout Leadership courses).8. Assist the Branch Commissioner (Venturer Scouts) to make recommendations to the Chief Commissioner regarding the Queen's Scout Award.9. Assist the Branch Commissioner (Venturer Scouts) to organise state events for Venturer Scouts and Venturer Scout Leaders.10. Assist, as requested, state participation in National events.11. Assist the Branch Commissioner (Venturer Scouts) to prepare |
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reports to the Chief Commissioner on the development of the Venturer Scout Section in Queensland.

12. Maintain lines of communication with the Girl Guides Queensland.
 13. Monitor resources on websites of use to Venturer Scouts.
 14. Assist the Branch Commissioner (Venturer Scouts) to promote Venturer Scouting through opportunities including, but not limited to, static displays, linking from the Scout Section, the Try Venturing scheme, kaleidoscope, and Triple S (Scout Section Skills) activity.
 15. Any other duties requested by and in support of the Branch Commissioner (Venturer Scouts).
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