



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

DUTY STATEMENT

TITLE OF POSITION	Branch Commissioner (International)
PERSON TO WHOM RESPONSIBLE	Deputy Chief Commissioner (Youth Program)
PERSONNEL FOR WHOM RESPONSIBLE	Branch Adviser (Host Corp) Branch Adviser (Penpals) Branch Adviser (SISEP) Branch Adviser (JOTA/JOTI)
LIAISON PERSONNEL	Deputy Chief Commissioners Assistant Chief Commissioners Branch Commissioners Region Commissioners National International Commissioner Branch Support Office staff

FUNCTIONS	<ol style="list-style-type: none">1. To advise the Chief Commissioner, Region and Branch Commissioners, Adult Training and Development on methods of introducing the international aspect of Scouting into youth programs.2. To promote the Queensland Branch participation in National and International Scouting events.3. Promote contact between members of the Movement in Queensland and members of the Movement interstate and overseas.4. Be responsible for directing Queensland Branch aid to overseas Scouting Nations as directed by the Chief Commissioner.5. To carry out functions delegated by and in support of the Chief Commissioner.
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<u>DUTIES</u>	<ol style="list-style-type: none">1. Act as adviser to Queensland Branch on all matters relating to international activities.2. To support and advise the Branch Commissioners in relation to international matters at all levels of the Movement.3. To attend the Youth Program Team meetings.4. To attend the meetings of the Branch Council.5. To attend Region Commissioners Conferences, as required, to discuss and advise on matters affecting international.
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6. Liaise with Leaders of Queensland Contingents to National Scouting events.
7. To see that provision is made for liaison in Queensland with members of the Contingents and Contingent Headquarters of Australian Contingents to International Scouting events.
8. Provide assistance to members to arrange penpals and other communication links with members of overseas Scouting nations.
9. Be responsible through the Branch Support Office staff for initiating international letters of introduction.
10. Organise suitable hosting arrangements for interstate and international Scouting visitors.
11. To develop, have approved and implement Queensland Branch assistance programs to overseas Scouting nations.
12. Be responsible for resource material relating to international activities being made available to all levels of the Movement through Encompass and other appropriate methods.
13. To carry out any other duties delegated by and in support of the Chief Commissioner.