



D U T Y S T A T E M E N T

TITLE OF POSITION	Branch Adviser Joey Scouts - Resources
REPORTS TO	Branch Commissioner Joey Scouts
DIRECT REPORTS	Nil
LIAISES WITH	Other Branch Advisers Joey Scouts Joey Scout Leaders Region Leaders District Commissioners
DELEGATIONS	Nil
MEASUREMENTS	To be agreed
PURPOSE	To provide support to Joey Scout Leaders through development of suitable resources for use in the Joey Scout Units and in support of the Joey Build Strategy

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Design and development of resources to complement the Programs developed for use within the Joey Scout Section.• To provide support and resources for the Joey Build strategy to assisting Joey Scout Unit leaders• Responding to enquiries and requests for support from Joey Scout Units in a timely manner• To support the Branch Commissioner (Joey Scouts) in dealing with matters affecting the Joey Scout Section in the Queensland Branch.• To provide Leadership and motivational support to the Joey Scout Section in Queensland Branch.• To take ownership of specific projects in relation to providing Programs suitable for the Joey Scouts as agreed with the Branch Commissioner (Joey Scouts).• The planning and running of Branch Organised events for the Joey Scout section• Assisting the identification and referral of adult leaders for development into District & Regional roles.• Attend regular meetings of the Branch Joey Scout Team• Represent the Branch Commissioner (Joey Scouts) as required at events, conferences and meetings• Undertake other duties as requested by Branch Commissioner Joey Scouts
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CRITERIA

- Have a sound knowledge and strong commitment to the purpose of Scouting, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organisations.
- Be enthusiastic and able to motivate, build, lead, and chair teams among both youth and adults.
- Be inclusive in leadership style.
- Be respectful of all members of their team (and of those in the wider community) recognising individual differences as a resource.
- Be able to communicate effectively with all levels in Scouting and be an accomplished public speaker to the community.
- Be able to mediate, carry out reviews, write reports, and make recommendations.
- Have a sound understanding of the use of technology, information systems, communications and video conferencing to achieve the outcomes of the role.
- Proven ability to prioritise workloads and multitask to ensure commitments are fulfilled in a timely manner.

ROLE SPECIFIC CRITERIA

- Hold or be prepared to complete Program Support Leader Proficiency training within twelve months from appointment and the Wood Badge training within three years of appointment.
- Have previous experience in the Joey Scout Section
- Relevant qualifications or experience in the development of resources suitable for Joey Scout Age group
- Extensive experience in the use of Microsoft office products.
- Have a detailed understanding of the Youth Program and how it can be applied in the Joey Scout Section