



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

TITLE OF POSITION	Branch Commissioner (Diversity and Inclusion)
REPORTS TO	Project Commissioner
DIRECT REPORTS	Diversity and Inclusion Advocates
LIAISES WITH	Deputy Chief Commissioners Branch Commissioners Region Commissioners Branch Support Office Staff
DELEGATIONS	As per the Delegations Policy
MEASUREMENTS	Number of Diversity and Inclusion issues successfully resolved
PURPOSE	To build broad knowledge and provide targeted support to increase the recognition, acceptance and valuing of the diversity of individuals and their meaningful participation in the Scouting Program.

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Provide advice to the Chief Commissioner, Region and Branch Commissioners on all matters pertaining to Diversity and Inclusion.• Promote the awareness of Scouting and the availability of the Youth program for all youth in Queensland• Provide support and training to Youth Members and Leaders in matters relating to Diversity and Inclusion• Act as adviser to the Branch Team and members of the Training Team (through the Branch Commissioner Adult Training and Development) on all matters relating to Diversity and Inclusion.• Support and advise the Sectional Branch Commissioners and Regional Commissioner on the provision of Diversity and Inclusion at all levels of the movement.• Manage the Diversity and Inclusion Advocates Panel by<ul style="list-style-type: none">○ Annually recommend to the Chief Commissioner, through the Project Commissioner, members who are considered suitable for appointment to the Diversity and Inclusion Advocate Panel○ Hold regular meetings of the Diversity and Inclusion Advocate Panel
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- Chair the Diversity and Inclusion Advocate Panel when it meets
 - Attend the following meetings and conferences and any others as required
 - Branch Council
 - Project Team Monthly meetings
 - Region Commissioner Conference, as requested, to discuss and advise on matters affecting Diversity and Inclusion
 - Provide monthly reports to the Project Commissioner
 - Keep abreast with all developments within the sphere of Diversity and inclusion
 - Including other branches of Scouts Australia
 - Liaise and maintain contact with diversity and inclusion bodies recognised by Scouts Australia
 - Be responsible for sharing resource material relating to Diversity and Inclusion to all levels of Scouts Queensland through branch communication methods and other appropriate methods
 - Achieve the objectives in the Branch Strategy Plan relating to Diversity and Inclusion
 - Carry out duties delegated by and in support of the Chief Commissioner and the Project Commissioner
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CRITERIA

- Have a sound knowledge and strong commitment to the purpose, objectives, and philosophy 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 mediate, carry out reviews, write reports and make recommendations
 - Have a sound understanding of the use of technology, information systems, communication 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.
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ROLE SPECIFIC CRITERIA

- Demonstrate experience in working with Diversity and Inclusion, with a clear understanding of its impact in Scouting
 - Have a sound knowledge of the diversity and inclusion legislation and policies, federally, state and within Scouting
 - Be able to communicate effectively with all levels in Scouting and be an accomplished public speaker to the community
 - Hold a Program Support Leader Wood Badge or undertake complete this training within 1 year of taking up the role
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