



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

TITLE OF POSITION	Assistant Chief Commissioner Sustainability & Operations
REPORTS TO	Chief Commissioner
DIRECT REPORTS	Branch Commissioner Equipment Store and Infrastructure Branch Commissioner Risk Branch Commissioner Campsites Branch Commissioner Heritage Program Development Officer- Professional Development Support Officer- Professional
LIAISES WITH	Chief Commissioner Deputy Chief Commissioner Member Experience Assistant Chief Commissioners Region Commissioners Branch Commissioners BSO Staff
DELEGATIONS	Refer QBSI 9.14
MEASUREMENTS	Growth in Scouting Membership in Queensland Strong satisfaction results through Member surveys for program activities and events Reduction in member turnover Successful growth of business development opportunities
PURPOSE	The purpose of the Assistant Chief Commissioner Sustainability & Operations is to ensure through the delivery of the Program provide a great and safe experience for all members of Scouts Queensland, which supports ongoing growth of Scouting in Queensland and to provide leadership and direction regarding, Risk, Campsites and Development opportunities across Queensland.
Member Experience	Member experience is the feeling our members get when they participate in the delivery of the Scout Program and how that influences their perception.

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• To lead the Sustainability and Operations Team to deliver and advocate for Member Experience• Direct, facilitate, chair the Branch Sustainability and Operations Team including promotion of Program as the key element of Scouting in Queensland.• To provide Leadership around our Risk Management Framework and approach ensuring understanding of RISK and the ALARP.• To lead the development of Standard Risk Assessments and the Situational Risk Assessment Tool in conjunction with Assistant Chief Commissioner Specialist Activities, Branch Commissioner Core Scouting and Branch Commissioner Adventurous Activities.
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- To provide guidance and direction to Development Support Officer and Program Development Officer regarding Enrolment Portal and business development opportunities.
 - Be available as a reference person for the Chief Commissioner in the selection of Branch Commissioners within the portfolio.
 - Oversee the delivery of the Program elements, as part of the overall branch strategy and action planning.
 - Act for and on behalf of the Chief Commissioner as required.
 - Visit Branch major youth events.
 - Maintain a close working relationship with all Assistant Chief Commissioners and Branch Commissioners to enhance Program development.
 - Keep abreast of community attitudes and concerns and professional areas of interest relevant to our Program.
 - Support Branch Commissioners to prepare and manage budgets annually.
 - Recruit assistance for specific projects, in consultation with the Chief Commissioner.
 - Undertake other projects or duties from time to time, as a member of the Branch Team, as agreed with the Chief Commissioner.
 - Represent Queensland Branch at the National meetings as requested by the Chief Commissioner.
 - Work collaboratively with any BEC sub committee to achieve strategic or operational outcomes.
 - Attend Chief's Council and BSO Team Leaders meetings monthly and other meetings and conference as requested.
 - Any other duties requested by and in support of the Chief Commissioner

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.



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- Knowledge and commitment that when participating or leading an activity any safety concerns or risks are identified, raised and appropriate immediate action is taken.