



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

TITLE OF POSITION	Assistant Region Commissioner (Cub Scouts)
REPORTS TO	Region Commissioner
DIRECT REPORTS	Region Leader(s) Cub Scouts (if applicable)
LIAISES WITH	Other Assistant Region Commissioners Region Leaders District Commissioners District Cub Scout Leaders Cub Scout Unit Leaders within the Region Branch Commissioner Cub Scouts
DELEGATIONS	Financial approvals within the Branch Delegations Policy and agreed Region Budget
MEASUREMENTS	As negotiated and recorded in the IAVP
PURPOSE	To effectively and sustainably manage the Cub Scout Section within the Region and provide support to Cub Scout Leaders at all levels within the Region.

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Assist Leaders with line responsibility improve Cub Scout Unit Leadership practices throughout the Region by monitoring existing practices, facilitating the sharing of resource, facilitating and encouraging leader development and providing specific and general input and advise.• Develop the patrol concept within the District Cub Scout Leaders within the Region, encouraging learning, cooperation and sharing to achieve good practice.• Actively Participate in Region Activities, District Cub Scout Activities.• Develop and coordinate the delivery of Region Cub Scout specific events as agreed with the Region Commissioner and District Commissioners.• Attend meetings, workshops and events as required including but not limited to<ul style="list-style-type: none">○ Region meetings○ District Training Meetings as required• Represent the Region at the Branch Cub Scout Unit Council meeting and be involved in any relevant workshops keeping the Region Commissioner, Region Leaders Cub Scouts and District Cub Scout leaders up to date.
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- Liaise with the Assistant Region Commissioners Cub Scouts from other Regions to ensure a coordinated program across the Regions
 - Nominate Adult Recognition Awards for both uniformed and non-uniformed personnel
 - Make certain that the Region Events being organised, operate in accordance with the Policy and Rules, and Queensland Branch Scouting Instructions (QBSI)
 - Effectively manage any complaints received as per QBSI
 - Facilitate effective communication among the Cub Scout Leaders of the Region
 - Undertake any additional duties as requested by Region Commissioner.

CRITERIA

- A personal commitment to the Aim and Principles of Scouts Australia, and an ability to convey a positive and constructive image of Scouting and reinforce the fundamental importance of the Scout Promise and Law
- 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 mentor 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.
- 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.
- Knowledge and commitment that when participating or leading an activity any safety concerns or risks are identified, raised and appropriate immediate action is taken.
- Proven ability to prioritise workloads and multitask to ensure commitments are filled 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 Cub Scout Section



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- Relevant management qualifications or experience.
 - Have a understanding of the Youth Program
 - Appointment period is for 3 years with the possibility of an extension at the end of this period, as indicated in QBSI