



---

## D U T Y   S T A T E M E N T

<b>TITLE OF POSITION</b>	Assistant Region Commissioner
<b>REPORTS TO</b>	Region Commissioner
<b>DIRECT REPORTS</b>	Nil
<b>LIAISES WITH</b>	Other Assistant Region Commissioners Region Leaders District Commissioners
<b>DELEGATIONS</b>	Financial approvals within the Branch Delegations Policy and agreed Region Budget
<b>MEASUREMENTS</b>	As negotiated and recorded in the IAVP
<b>PURPOSE</b>	The purpose of the Assistant Region Commissioner role is to support the Region Commissioner in the provision of sustainable leadership and management of the Region with a Branch and community context.

---

<b>PRIMARY RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Assist the Region Commissioner by providing inspirational leadership within the Region.</li><li>• Provide support and advice to District Commissioners in their recruitment and selection, approval, training and review of suitable adults as Leaders and non-uniformed member for succession planning within the Region.</li><li>• Attend Region meeting, and represent the Region Commissioner at meetings, conferences and workshops as requested.</li><li>• Actively Participate in Region Activities</li><li>• Nominate Adult Recognition Awards for both uniformed and non-uniformed personnel.</li><li>• Make certain that the Region Events being organised, operate in accordance with the Policy and Rules, and Queensland Branch Scouting Instructions (QBSI).</li><li>• Effectively manage any complaints received as per QBSI.</li><li>• Undertake any additional duties as requested by Region Commissioner.</li></ul>
---------------------------------	---

---

<b>CRITERIA</b>	<ul style="list-style-type: none"><li>• 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</li></ul>
-----------------	---



- 
- 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.
- Relevant management qualifications or experience.
- Have a understanding of the Youth Program.