



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

TITLE OF POSITION	Assistant Chief Commissioner Specialist Activities
REPORTS TO	Deputy Chief Commissioner Member Experience
DIRECT REPORTS	Branch Commissioner Adventurous Activities Branch Commissioner Air Activities Branch Commissioner International Branch Commissioner STEM Branch Commissioner Performing Arts Branch Commissioner Spirituality Branch Commissioner Environment
LIAISES WITH	Chief Commissioner 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 Reduction in injuries coming from specialist activities.
PURPOSE	The purpose of the Assistant Chief Commissioner Specialist Activities is to ensure through the delivery of the Program a great and safe experience for all members of Scouts Queensland, which supports ongoing growth of Scouting in 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

- To lead the Specialist Activity Team in Program delivery and advocate for Member Experience.
- Direct, facilitate, chair the Branch Specialist Team, including promotion of Youth Program as the key element of Scouting in Queensland.
- Set the “tone” for Specialist Activities as part of Program delivery in Queensland and be available as a reference person for the Chief Commissioner in the selection of Branch Commissioners within the Specialist Activity Team.
- Oversee the delivery of the Program elements, as part of the overall branch strategy and action planning.
- Relate directly to the Assistant Chief Commissioners and Branch Section Commissioners on Program matters and consult with and provide information to the Deputy Chief Commissioner Member Experience and the Chief Commissioner.



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- 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 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 Deputy Chief Commissioner Member Experience and Chief Commissioner.
 - Undertake other projects or duties from time to time, as a member of the Branch Team, as agreed with the Deputy Chief Commissioner Member Experience and Chief Commissioner.
 - Represent Queensland Branch at the National meetings as requested by the Deputy Chief Commissioner Member Experience and the Chief Commissioner.
 - Attend Chief's Council and BSO Team Leaders meetings monthly and other meetings and conferences as requested.
 - Any other duties as requested by and in support of the Deputy Chief Commissioner Member Experience and the Chief Commissioner.
 - Work Collaboratively with any BEC sub committee to achieve strategic and operational outcomes.

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