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## D U T Y   S T A T E M E N T

<b>TITLE OF POSITION</b>	Branch Commissioner (International)
<b>REPORTS TO</b>	Assistant Chief Commissioner (Specialist Activities)
<b>DIRECT REPORTS</b>	Branch Adviser (International) Branch Co-ordinator (Pen Pals) Branch Adviser (SISEP) Branch Co-ordinator (JOTA/JOTI) Branch Adviser (Better World) Activity Leaders
<b>LIAISES WITH</b>	Assistant Chief Commissioner Youth Program Region Commissioners Branch Commissioners National Commissioner International Branch Support Office Staff
<b>DELEGATIONS</b>	As per QBSI 9.14
<b>MEASUREMENTS</b>	As negotiated
<b>PURPOSE</b>	The purpose of this role is to provide support and advice on all elements of International Scouting from Activities run locally through to International Scouting.

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<b>PRIMARY RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• To support the Assistant Chief Commissioners, Region Commissioners and Branch Commissioners on methods of introducing the International aspect of Scouting into the Youth Program.</li><li>• Promote and encourage participation of members of Queensland Branch in International Scouting Events.</li><li>• Provide Oversight of the following Programs<ul style="list-style-type: none"><li>○ Pen Pal Program</li><li>○ International Hosting program</li><li>○ JOTA/JOTI Program</li><li>○ SISEP Program</li><li>○ Better World Program.</li></ul></li><li>• Develop and assist with promoting International Scouting at Branch Events and as requested at Region and District Events.</li><li>• Liaise with Leaders of Queensland Contingents to International Scouting Events.</li></ul>
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- Be responsible for the directing of Queensland Branch Aid to overseas Scouting Nations as requested by the Chief Commissioner.
  - Represent Scouts Queensland at various meeting, events and functions as requested.
  - Attend meetings and Conferences as required.
  - Be responsible for providing letters of Introduction as requested for Members travelling overseas.
  - Undertake membership verifications of Queensland Branch Members applying to Australian Contingents and friendship tours overseas.
  - Undertake specific additional duties as requested by the Assistant Chief Commissioner (Specialist Activities).

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#### **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.

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#### **ROLE SPECIFIC CRITERIA**

- Hold a Program Support Leader (Leader of Adults) Wood Badge or be prepared to complete Program support Leader Proficiency training within 12 months and the Wood Badge training within three years of appointment.
- Preferably have previously been part of a National Contingent overseas or served on an APR Sub Committee or WOSM Sub Committee.

