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## D U T Y   S T A T E M E N T

<b>TITLE OF POSITION</b>	Branch Commissioner Cub Scouts
<b>REPORTS TO</b>	Assistant Chief Commissioner Youth Program
<b>DIRECT REPORTS</b>	Branch Adviser Cub Scouts
<b>LIAISES WITH</b>	Chief Commissioner Deputy Chief Commissioner Assistant Chief Commissioner Region Commissioners Other Branch Sectional Commissioners Cub Scout Representatives at Region and District Level Branch Commissioner Cub Scouts in other Branches Branch Support Office Staff
<b>DELEGATIONS</b>	As per delegation's manual
<b>MEASUREMENTS</b>	As negotiated in the Individual Adult Volunteer Plan (IAVP) referencing the Scouts Queensland Strategic Plan 2023-2028
<b>PURPOSE</b>	The purpose of this role is to provide motivational leadership to the Cub Scout Section within Queensland Branch and to represent and advise on matters relating to the Cub Scout Section within and for Queensland Branch.

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<b>PRIMARY RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Provide Strategic and operational leadership in the Cub Scout Section throughout Queensland Branch to deliver an active, fun, adventurous, challenging, and inclusive Youth Program that highlights and centres on youth activity.</li><li>• Earn the reputation as an expert in the Cub Scout Section.</li><li>• Drive the change management process for ongoing updates to the Youth Program in the Cub Scout Section.</li><li>• Drive all aspects of the Strategic Plan related to the Cub Scout Section in line with the principles on One Journey, One Program, and the educational objectives of the age range in the Cub Scout Section.</li><li>• Promote the recruitment and retention of youth members and adult leaders in the Cub Scout Section and into the Scout Section.</li><li>• Identify and develop a potential successor for this role.</li></ul>
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- Lead a Cub Scout Section team (Inclusive of all regions and districts) that delivers value to the membership and the Branch.
  - Provide advice to Regions, Districts and other Branch Commissioners on matters relating to the Cub Scout Section.
  - In a timely manner, action the signing and return of Peak Award Certificates and/or other related certificates.
  - Be responsive to enquiries made to you by having a target response time to phone calls and text messages of 1 day, and emails 1 week (for clarity, these are the expectations for acknowledgement, not resolution of the enquiry).
  - Participate in the Monthly Branch Youth Program Team.
  - Be the Chair of the Monthly state-wide Cub Scout leader forum/council.
  - Be a Member of the Cuboree Executive Committee, to ensure that the objectives of the Youth Program are being met by the event.
  - Organise an Annual state-wide leader development day to support the ongoing development of front-line leaders to deliver programs for Cub Scouts.
  - Attend and/or support any other activity being organised for the Cub Scout Section.
  - Any other duties requested by the Assistant Chief Commissioner Youth Program

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#### **CRITERIA**

- A personal commitment to the Vision and Mission 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.



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- 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.
  - Have a sound understanding of Child Safety in accordance with Queensland Branch Policies, Principles, Standards and Procedures.
  - Proven ability to priorities workloads and multitask to ensure commitments are filled in a timely manner.

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**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 a good understanding of the Youth Program
  - Have a demonstrated ability to work effectively with Adults Members
  - Have a demonstrated ability to work effectively with Youth members of the Cub Scout Section
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