



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

TITLE OF POSITION	Producer – Brisbane Gang Show
REPORTS TO	Assistant Chief Commissioner Major Events
DIRECT REPORTS	Assistant Producer Brisbane Gang Show Director Brisbane Gang Show Business Manager Brisbane Gang Show
LIAISES WITH	Brisbane Gang Show Crew and Cast Branch Commissioner Performing Arts Regional Commissioners Branch Support Office Staff Chief Commissioner
DELEGATIONS	As per the Delegations Manual
MEASUREMENTS	As negotiated as part of the Individual Adult Volunteer Plan process
PURPOSE	The Purpose of this role is to lead and manage all aspects of the Brisbane Gang Show, ensuring that the Gang Show season presents an exciting annual production portraying Scouting values for both audience and youth involved.

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Ensure the operations of the Brisbane Gang Show are in line with Scouting Policies and Procedures, including<ul style="list-style-type: none">• Being the Person-in-charge of the Brisbane Gang Show as a Major Event of Queensland Branch• Through leadership of the Management Team• Support the Director Brisbane Gang Show in facilitation the development and delivery of the Show content.• Ensure with the assistance of the Director that the Brisbane Gang Show<ul style="list-style-type: none">• Maintains the values and standards in accordance with the fundamental principles of the Scout Association• Addresses educational objectives of the Youth Program• Venues selected for rehearsals and performances are suitable for the Brisbane Gang Show• Develop collaboratively with teams each year an Annual Business Plan which includes:<ul style="list-style-type: none">• Budget and administration• Promotion of the event within the Scout Movement and the general community through marketing and ticket sales
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- Regularly monitor the progress of all business aspects of the Brisbane Gang Show
 - Maintain a presence at Brisbane Gang Show events and activities throughout the season, such as Red scarf Presentation, cast auditions, first rehearsal, and during the performance season.
 - Preparation in consultation with various teams, and presentation of the Annual Report at the end of each Season.
 - To keep abreast of all developments within the performing arts within Scouting, including the Branch Combined Scout Show Committee and the Scouts Australia National Performing Arts Council.
 - Any other duties as requested by the Assistant Chief Commissioner Major Events

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.
 - Have a sound understanding of Child Safety in accordance to Qld. Branch Policies, Principles, Standards and Procedures.
 - Proven ability to prioritise workloads and multitask to ensure commitments are completed 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 relevant management and business qualification or experience in a governance role or equivalent of Theatrical productions
 - Including implementing strategic Objectives
 - Oversight of budgetary, financial operations
 - Marketing and public relations elements
 - Risk Management
- Have knowledge of and experience in the leadership of theatrical productions and in Scouting performing arts activities and or Major Events within the Branch
- Have an understanding of the Youth Program and how the Brisbane Gang Show can fit within the elements of the Youth Program