



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

TITLE OF POSITION	Assistant Region Commissioner People and Culture
REPORTS TO	Region Commissioner
DIRECT REPORTS	Nil
LIAISES WITH	Other Assistant Region Commissioners Region Leaders District Commissioners Branch Commissioners
DELEGATIONS	Financial approvals within the Branch Delegations Policy and agreed Region Budget
MEASUREMENTS	Growth in Scouting Membership in the Region Strong satisfaction results through member surveys for program activities and events Reduction in member turnover Timely responses to complaints
PURPOSE	<p>The purpose of the Assistant Region Commissioner People and Culture role is to support the Region Commissioner in the provision of sustainable leadership and management of the Region within the Branch and to ensure through the delivery of the Program a great and safe experience for all members of the Region, which supports ongoing growth of Scouting in the region.</p> <p>To be responsible for the effective implementation of the World and National Adult in Scouting Policies and the Adults in Scouting Policy implementation for the Region.</p>

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.
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PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Developing and implementing a systematic program of continuous improvement for Adults in Scouting (AIS) to improve the effectiveness, commitment, and motivation of Leaders to produce better programs for young people and a more efficient Region.• Owning the process of attracting, supporting, and developing Adult members of the Region into one managed
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portfolio to provide competent Leadership for the benefit of young people.

- Providing a framework of opportunities for the personal growth and development of Adults in all positions in the Region.
- Support and act as the technical authority/coach and mentor for Adults within the Region.
- Providing a leadership / consultancy role to other Assistant Region Commissioners and District Commissioners in the delivery of AIS, within their respective areas of operation.
- Maintain a close working relationship with all Assistant Region Commissioners and District Commissioners to support Leader training activities that enhance program delivery.
- To develop and deliver programs that highlight a “culture” of the importance and focus on delivering the program.
- Recruit assistance for specific projects, in consultation with the Region Commissioner.
- Undertake other projects or duties from time to time, as a member of the Region Team, as agreed with the Region Commissioner.
- Work collaboratively with the Assistant Region Commissioner Sustainability and Operations to achieve strategic or operational outcomes.
- Provide support and advice to District Commissioners in their recruitment and selection, approval, training and review of suitable adults as Leaders and non-uniformed members for succession planning within the Region.
- Attend Region meetings, and represent the Region Commissioner at meetings, conferences and workshops as requested.
- Actively Participate in Region Activities.
- Nominate Adult Recognition Awards for both uniformed and non-uniformed personnel.
- Effectively manage any complaints received as per QBSI.
- Undertake any additional duties as requested by the Region Commissioner.

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 with Qld. Branch Policies, Principles, Standards and Procedures.
- 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.
- A sound understanding of the Program.