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## D U T Y   S T A T E M E N T

<b>TITLE OF POSITION</b>	Assistant Region Commissioner Sustainability and Operations
<b>REPORTS TO</b>	Region Commissioner
<b>DIRECT REPORTS</b>	Nil
<b>LIAISES WITH</b>	Other Assistant Region Commissioners Region Leaders District Commissioners Branch Commissioners
<b>DELEGATIONS</b>	Financial approvals within the Branch Delegations Policy and agreed Region Budget
<b>MEASUREMENTS</b>	Growth in Scouting Membership in the Region Strong satisfaction results through member surveys for program activities and events Reduction in member turnover Successful growth of business development opportunities
<b>PURPOSE</b>	The purpose of the Assistant Region Commissioner Sustainability and Operations role is to ensure through the delivery of the Program provide a great and safe experience for all members of the Region, which supports ongoing growth of Scouting in the region and to provide leadership and direction regarding, Risk, Campsites, Specialist Activities, Adventurous Activities, and Development opportunities across the Region.

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<b>Member Experience</b>	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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<b>PRIMARY RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• To provide Leadership around our Risk Management Framework and approach ensuring understanding of RISK and the ALARP (As low as reasonably practical).</li><li>• Keep abreast of community attitudes and concerns and professional areas of interest relevant to our Program.</li><li>• Support District Commissioners to prepare and manage budgets Annually.</li><li>• Keep abreast of community attitudes and concerns and professional areas of interest relevant to our Program with regards to Major Events.</li></ul>
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- Support the functions of the Branch Commissioner (International) and the Assistant Chief Commissioner Specialist Activities regarding international events.
  - Support Event Directors within the Region to prepare and manage budgets annually or as required.
  - Promote any Region (or applicable District) Events as a key element of Scouting in the Region.
  - Set the “tone” for Program delivery in the Region and be available as a reference person for the Assistant Region Commissioner Youth Program in the selection of Event Directors and their Teams.
  - Oversee the delivery of the Event Program elements, as part of the overall region strategy and action planning.
  - Set the “tone” for Specialist Activities as part of Program delivery in the Region.
  - Recruit assistance for specific projects, in consultation with the Region Commissioner.
  - Provide guidance and support to District Commissioners and Leaders within the Region regarding the Adventurous Activities framework, requirements, training, and approvals.
  - Undertake other projects or duties from time to time, as a member of the Region Team, as agreed with the Region Commissioner.
  - 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.

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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.



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- 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.

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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 sound understanding on the Program.
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