



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

TITLE OF POSITION	Assistant Branch Commissioner (Adventurous Activities)
REPORTS TO	Branch Commissioner (Adventurous Activities)
DIRECT REPORTS	Nil
LIAISES WITH	Assistant Chief Commissioners Branch Advisers and Branch Leaders (involved in Adventurous Activities) Assistant Leader Trainers with specialist activities, Guides, and Adventurous Activities skills holders Branch Commissioner (Adult Training and Development) Section Branch Commissioners Region Commissioners Branch Support Office Staff
DELEGATIONS	As per the Delegations Manual
MEASUREMENTS	As negotiated
PURPOSE	The purpose of the Assistant Branch Commissioner (Adventurous Activities) role is to assist the Branch Commissioner (Adventurous Activities) with the promotion, development and maintenance of an adventurous activities skills / training framework with supporting documentation, and the provision of advice relating to, and overall management of, each core and specialist adventurous activity area into the Youth Program. To lead the support of the OSA program steam with formations within Qld Branch.

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Build capability and capacity for the OAS Stages to be achieved in all formations.• To advise the Branch Commissioner on contents and methods of incorporating each of the core and specialist adventurous activity areas into the youth program at all levels.• To advise the Branch Commissioner (Adventurous Activities) on policies relating to conducting and supervising adventurous activities undertaken by Queensland Branch members.• Assist in the development and support programs for the training of members in adventurous activities in
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consultation with the Branch Commissioner (Adult Training and Development).

- Assist with the Establishment of the Guide development program.
- To encourage and assist Queensland Branch members in the interpretation of and compliance with adventurous activities policy.
- Assist in the development and maintain policies relating to conducting and supervising adventurous activities based on Scouting and community standards for recommendation to the Chief Commissioner and the Assistant Chief Commissioner (Specialist Activities).
- Assist with the holding of forums and conferences as required to ensure appropriate members are informed of relevant training, policy and legislative changes.
- Assist Queensland Branch members in the interpretation of and compliance with adventurous activities policy.
- When requested:
 - to represent the Queensland Branch on the National Adventurous Coordination Committee.
 - Attend and represent the Queensland Branch at various outdoor recreation industry meetings, workshops, committees and conferences so that the Branch is kept up to date with industry standards, issues and developments.
- Any other duties requested by and in support of the Branch Commissioner (Adventurous Activities).

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.
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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 Qld. Branch Policies, Principles, Standards and Procedures.
 - Proven ability to prioritise workloads and multitask to ensure commitments are completed 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.
- Relevant experience in the outdoor recreation and/or adventurous activity field.
- High level writing skills to prepare and comment upon adventurous activity and/or outdoor recreation training and assessment material and to develop policy related to adventurous activities and outdoor recreation.