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## D U T Y   S T A T E M E N T

<b>TITLE OF POSITION</b>	Deputy Director – Brisbane Gang Show
<b>REPORTS TO</b>	Director – Brisbane Gang Show
<b>DIRECT REPORTS</b>	Nil
<b>LIAISES WITH</b>	Producer – Brisbane Gang Show Assistant Chief Commissioner Major Events Brisbane Gang Show Crew and Cast Branch Commissioner Performing Arts Members of Brisbane Gang Show Management Team
<b>DELEGATIONS</b>	As per the Delegations Manual
<b>MEASUREMENTS</b>	As negotiated as part of the Individual Adult Volunteer Plan process
<b>PURPOSE</b>	The Purpose of this role is to assist the Director Brisbane Gang Show lead and manage all creative aspects and production of the Brisbane Gang Show, ensuring that the Gang Show is a creative, engaging, high calibre show which aligns with the values and educational objectives of Scouting.

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<b>PRIMARY RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Assist the Director Brisbane Gang Show in leading the Production Team, ensuring they are focused on the production of a successful show through:<ul style="list-style-type: none"><li>• Management of the all the creative aspects of the show.</li><li>• Management of timelines developed for the season.</li></ul></li><li>• Assist the Director Brisbane Gang show in leading all cast rehearsals or ensure other appropriate leadership when unavailable.</li><li>• Assist the Director Brisbane Gang Show in leading the music, acting, costumes, make-up, props, lighting, sound and other technical elements of the production.</li><li>• Be a member of the Brisbane Gang Show Management Team and provide updates as requested by the Director Brisbane Gang Show.</li><li>• Assist the Director Brisbane Gang Show to provide leadership of the tasks associated with:<ul style="list-style-type: none"><li>• Selection of the performance items and elements, working with the Assistant Directors regarding the creation of new content.</li></ul></li></ul>
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- Cast Auditions, selection of cast and casting of the show, including the selection of cast Leadership Tea (PL's & APL's) and training.
  - Cast rehearsal schedule and rehearsal programs, including liaising with the Assistant Directors regarding specialist rehearsals.
  - Carry out copyright compliance checks with respect to all works being rehearsed and performed.
  - Promote Scouting in Queensland and the Brisbane Gang Show through Hospitality for guests visiting rehearsals, activities and the performance season.
  - At the conclusion of each season, assist the Director Brisbane Gang in conducting a review of the season, through meetings, feedback, honest and open dialogue regarding successes and shortcomings of the season, future learnings and ongoing develop of the Brisbane Gang Show.
  - 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 Director Brisbane Gang Show.

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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.
- 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.



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- 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.

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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 knowledge of and experience in the leadership within the performing arts, theatrical productions preferably in a Scouting context.
- Have an understanding of the Youth Program and how the Brisbane Gang Show can fit within the elements of the Youth Program
- Have proven ability to:
  - Select, plan, rehearse and direct musical and theatrical material.
  - Lead and manage a cost of youth members in both the rehearsal and performance of the theatrical production.
- Have knowledge and experience as relates to the performing arts and in accordance with Scouts Queensland policies and procedures:
  - Preparation and management of Budget and financial operations
  - Risk Management
- Relevant qualifications (minimum Certificate II in Creative Industries) or relevant and sustained experience in the performing arts