



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

TITLE OF POSITION	Branch Adviser – Specialist Activities
REPORTS TO	Assistant Chief Commissioner Specialist Activities
DIRECT REPORTS	Nil
LIAISES WITH	Branch Commissioners of the Specialist Activities Team Branch Advisers of the Specialist Activities Team
DELEGATIONS	Nil
MEASUREMENTS	Nil
PURPOSE	The purpose of this role is to provide support to the Assistant Chief Commissioner Specialist Activities with Projects, marketing and communication of the various initiatives and areas within the Specialist Activities Team

PRIMARY RESPONSIBILITIES	<ul style="list-style-type: none">• Assist the Assistant Chief Commissioner Specialist Activities in setting the “tone” for specialist activities as part of the Program Delivery in Queensland• Manage specific projects as requested by the Assistant Chief Commissioner Specialist Activities• Liaise with the various Specialist Activities teams in the marketing of the activities and events being held• Liaise with the various specialist Activities teams in the provision of activities that can be run by members of Scouts Queensland• Attend meetings, events and workshops as requested and represent the Assistant Chief Commissioner Specialist Activities when required.• Carry out other duties as requested by the Assistant Chief Commissioner Specialist Activities
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CRITERIA	<ul style="list-style-type: none">• 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
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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.
- 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 achieve Wood badge withing three years of appointment
 - Have an understanding of how Specialist Activities can be incorporated into the Youth Program
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