

SCOUTS AUSTRALIA (VICTORIAN BRANCH)
ROLE DESCRIPTION



State Commissioner – Adult Training & Development

Title	State Commissioner – Adult Training & Development
Reports to	Assistant Chief Commissioner – People & Culture
Direct Reports	Assistant State Commissioners -Adult Training & Development (2); Training Team
Key Stakeholders	Members of the National Training Team in Victoria; Assistant Region Commissioners – Adult Support (ARC-AS); District Leaders Adults Training and Support (DLATS); Manager – Membership, Training and Program, State Commissioner – Sections, Assistant Chief Commissioners, State Commissioner – Adventurous Activities, State Commissioner – OAS
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The State Commissioner – Adult Training and Development will share in the Chief Commissioner's leadership focus and will have responsibility for ensuring our Adult Members and Supporters are trained and equipped to deliver Scouting in line with the policies of The Scout Association of Australia and Scouts Victoria.

The State Commissioner – Adult Training and Development, is a member of the National Training Committee; promoting, monitoring, and managing Adult Training and Development within Scouts Victoria.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

National Training Team - Victoria

This role leads members of the National Training Team in Scouts Victoria to support the delivery of training that is, effective and relevant to Leaders recruited to support and lead our youth members, in line with adult learning principles, the latest curriculum and contemporary program delivery approaches.



PRIMARY RESPONSIBILITIES

1. Core responsibilities:

- Develop the capabilities within the training team to deliver training in line with the national curriculum.
- Develop a strong and constructive working relationship with the Manager – Membership, Training and Program to coordinate and deliver adult training.
- Identify, develop and implement training content for Scouts Victoria that complements the National Adult Training and Development curriculum and policies and practices that are relevant to our membership.
- Encourage and nurture a collaborative approach to a training program implementation that supports the focus of Scouts Victoria, which includes understanding needs across a wide range of disciplines (including Youth Empowerment, Program, Adventure, Personnel, Child Safety, Community Engagement, Recruitment and Growth).
- With the Assistant State Commissioner/s AT&D, provide proactive and timely support to DLATS and ARC-AS roles.
- Provide systems and support for the broader network of training supporters.
- Ensure that training systems/processes and communications support a seamless and empowering end-to-end experience for trainees while maintaining exemplary training outcomes.
- Provide direct practice leadership for the quality delivery of the Wood Badge program and its management, and share with the relevant State Commissioner (or delegate) in the oversight of training quality for Adventurous Activities.
- Develop a multi-year plan for the training portfolio.

2. Contemporary training delivery

- Identify and address systemic training needs within Scouts Victoria
- Identify and implement the “Youth Leading, Adult Supporting” principle in our training program, entrenching the principle of continuous youth engagement to our newest and longest serving leaders alike.
- Implement modern, innovative approaches to deliver training in a flexible and meaningful way, such as teleconferencing, face to face, local mentors and supporters. This could include collaboration across Branches for specialist skills delivery.
- Ensure that training delivery is accessible and equitable to all Victorian Scout Groups.

3. Outreach and communications

- Develop trusted, ongoing and strong relationships between the training team and key stakeholder groups developing an adaptable training program with is agile to our organisations needs.
- Identify and build the capacity of the Training Team to deliver the outcomes identified in this role, to a high standard, considering the needs of the membership.
- Promote adult training and development resources to the Scouting community.
- Work collaboratively with the State Leadership Team.
- Liaise with members of the State Program Team to ensure that all youth members have the opportunity to fully engage in the program.

- Liaise with counterparts in other States and relevant National Commissioner for standards, guidance and expertise.
- Liaise with the Assistant Chief Commissioner – Program on relevant program issues.
- Liaise with the National Commissioner – Adult Training and Development.
- Liaise with State Commissioner – Adventurous Activities.
- Liaise with State Commissioner – Outdoor Adventure Skills.
- Liaise with State Commissioner – VET, our representative to the Scouts Australia Institute of Training for VET related matters.
- Promote and encourage all Adults in Scouting to complete wood badge training and ongoing development activities in line with their Individual Adult Volunteer Plan (IAVP).

4. Contributions to teams and forums

- Be an active member and participant of the National Training Team, sharing knowledge, two way communication and collaboration.
- Be an active member of the National Training Committee, marshalling Victorian talent towards shared national training priorities
- Be an active member and participant of the Adults in Scouting Team (including Assistant Chief Commissioner – People & Culture and State Commissioner – VET), sharing knowledge, two way communication and collaboration.

5. Team leadership

- Mentor the Assistant State Commissioner and facilitate their training and development for the role via their IAVP.
- Mentor and coach new trainers to the Training Team to continue their development and growth, recognising that that the quality of the training experience and the trainer develops the foundation of the culture of any new leader joining Scouts Victoria.

6. Financial management

- Provide and manage a budget for the delivery of training, in conjunction with the Manager – Membership, Training and Program.
- Develop a cost effective and efficient delivery mechanism for training.

7. Other

- Other duties as required by the Chief Commissioner Scouts Victoria.

ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

Attitude

1. Be a passionate learner with a demonstrated curiosity and currency in the program
2. Value diversity in its many forms and use it to build the strength of teams
3. Walk the talk on delivering customer service excellence, understanding that local Scouting is what we're here to support
4. Believe in the power of youth involvement in training to enrich the experience of trainees and youth.
5. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Personal knowledge of and active experience in adult training and development.
2. Have a track record of building positive and inclusive teams in Scouting or externally, with a focus on managing through change
3. Be a 'zen master', bringing a sense of calm to an environment of complexity, change and diverse perspectives
4. Have task and people management skills to deliver a complex work program with support, but with minimal supervision
5. Be able to coach and mentor team members in a way that is empowering to them while also meeting performance standards, including having courageous conversations
6. Have proficiency, or an active willingness to gain proficiency, in technology to manage remote teams, deliver digital professional development and seek input through online workshop formats.
7. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills in the adventurous activity environment
8. Demonstrate confidentiality

Knowledge

1. Have an understanding of Scout training requirements.
2. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organisations.
3. Have an understanding of different program delivery contexts in Victoria, including challenges and opportunities in rural and regional Victoria
4. Understand and demonstrate the role and responsibilities of a State Commissioner and have a commitment to that role.
5. Have completed Program Support Leader Wood Badge training, or be willing to complete this within twelve months.