



SCOUTS AUSTRALIA (VICTORIAN BRANCH) ROLE DESCRIPTION: DISTRICT COMMISSIONER

Title	District Commissioner
Reports to	Region Commissioner
Direct Reports	Group Leaders in the District District Support Committee
Delegations	Funds as agreed during Budget Discussions
Measurement	Membership, Quality, and Participation.

This is a voluntary position.

Scouts Victoria is a child safe organisation with zero-tolerance for any harm, abuse or neglect. We value the diversity of our members, including gender, sexuality, race, religion and ability.

PRIMARY RESPONSIBILITIES

- 1. Leadership**
Lead the District by providing an inspirational vision for Scouting through the production of an annual development plan which focuses on the implementation of strategies for the recruitment, retention and personal development of youth and adults in each District and the creation of new Groups.
- 2. Quality Scouting**
 - a. Define with the District Development Team the characteristics of Quality
 - b. Monitor all activities with a positive development attitude to ensure the standards are equaled and surpassed
 - c. Provide feedback and acclaim/support as required.
- 3. People Development**
Provide direct support and advice to Group Leaders in their recruitment, selection, approval, training and review of suitable adults as Leaders and Lay members and District Development activities.
Specifically
 - Put in place a development plan for 'critical people' in the District.
 - Develop a succession plan for 'critical roles' in the District.
 - Identify people (youth and adult) with leadership potential to gradually populate the succession plan.
- 4. Report**
Provide a written report to the District and its community at the District Annual Reports and Awards Presentation outlining the performance of the District and Groups in the past year measured against the current development plan and identify the challenges, targets and projects for the year to come.
- 5. Membership**
Promote the Scout Movement in the wider community by identifying and establishing strong relationships with
 - i. Education leaders in the District (Preschool, Primary, Secondary and Tertiary)
 - ii. Local State and Federal government leaders for the District.
 - iii. Philanthropic and commercial organisations part of the District
 - iv. The District's service clubs and associations

Support recruitment and induction of Adults in Scouting.





6. Recruitment
Assume or delegate the role of Leader in Charge in a Group where there is no Group Leader willing to take on that responsibility. Be the potential Personnel Leader Advisor for any new Group Leader.
7. Awards
Initiate and promote the due recognition of our adults, youth and Groups for sustained quality of service utilising the Scout and community Good Service/Recognition and Achievement systems.
8. State Development and Leadership Team
Participate in the State Development and Leadership Team and raise issues on all matters pertaining to the outcomes of the development and progress in the Groups of the District in relation to membership changes, standards in Leader training and development projects.
9. Coaching/Mentoring/Problem Solving
Investigate and resolve matters arising from misunderstandings of policies, procedures and practices of the Association by using all the available resources of the Group, District, Region and State personnel.
10. Communication
Attend District and Group meetings and functions as requested to stay aware of the needs of members and their activities and to encourage effective communication to ensure that all Groups see that the function of the State and District team of adults is to guide and support them in the delivery of Scouting to their members.

ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

Attitude

1. Be enthusiastic and have a “can do attitude”.
2. Be inclusive in leadership style encouraging their teams to excel.
3. Be respectful of all their team accepting individual differences as a resource.

Skills

1. Be able to communicate effectively with all levels in Scouting and be an accomplished public speaker to the community
2. Be able to motivate, build, lead and chair teams among both youth and adults.
3. Be able to mediate, carry out investigations, write reports and make recommendations.

Knowledge

1. Have a sound knowledge of, and strong commitment to, the purpose, principles and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods that distinguish it from other youth organisations
2. Have completed Leader of Adult Advanced Training or
 - be willing to complete Leader of Adults Basic Training within 12 months of appointment and
 - complete the Leader of Adult Advanced Training within two years.

