



SCOUTS AUSTRALIA (VICTORIAN BRANCH)

ROLE DESCRIPTION ASSISTANT STATE COMMISSIONER – CUB SCOUTS

Title	Assistant State Commissioner – Cub Scouts
Reports to	State Commissioner – Cub Scouts
Direct Reports	None
Measurement	Membership, Quality, Delivery, 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 Assistant State Commissioner – Cub Scouts will share in the Chief Commissioner’s leadership focus and will assist in leading the State Cub Scout Council. This Council is empowered to support the program of Scouting which is delivered by Groups in sections.

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).

State Cub Scout Council

The Assistant State Commissioner – Cub Scouts will assist in leading the State Cub Scout Council, a team of volunteers representing Cub Scouting within Regions and will include Cub Scout Commissioners – Region, State Leaders, Project Leaders and representatives as deemed appropriate.

The State Cub Scout Council is responsible for:

- Appointing Team Leaders who will run the various Major Events for the Cub Scout Section.
- Liaising with the various Adventurous and other Activities to ensure current knowledge of the award scheme requirements for the Cub Scout Section is understood.
- Providing assistance to the State Development Team and National Training Team (Vic) when required.

PRIMARY RESPONSIBILITIES

Within the Section

Assist in ensuring the Cub Scout Commissioners – Regions work through





the District Leader – Cub Scouts to:

- Monitor, track and respond with direct support
- Provide proactive early intervention
- Understand and know what is happening at Pack level

Quality program delivery

- Assist in ensuring that Cub Scouts are provided a quality program to engage them and meet their developmental needs which entices full participation.
- Actively support and encourage the State Cub Scout Council's goal of at least 4 Pack councils per year in every Cub Scout Pack in Victoria.

Award Scheme

- Encourage participation in the Cub Scout Award Scheme with the target of increasing the percentage of youth who achieve each level of the award scheme, including the Grey Wolf Award.

Development

- Promote the Cub Scout program in schools
- Recruitment of leaders to the section
- Assist with the establishment of new Packs and explore models for delivery when required
- Develop the skills and capacity of leaders to deliver the program within the Section

Facilitate

- Encourage a process, through Regions and Districts to Cub Scout Packs, that enables proactive support to all leaders in delivering a challenging and fun program.
- Support will be open, honest and timely.
- Attend regular meetings of the State Cub Scout Council.
- Drive change to ensure relevancy for both the operation of the State Cub Scout Council and Scouting and their activities within Victoria.

Membership

- Be a member and regular attendee of the State Cub Scout Council
- Be part of the selection process for Cub Scout Commissioner – Region, State Leaders – Cub Scouts and Project Leaders – Cub Scouts where appropriate
- Provide expertise for the State Retention Strategy of making program delivery easier.

Coaching Mentoring

- Mentor members of the State Cub Scout Council and facilitate their training for the role

Communication

- Convey Cub Scouting and their activities to the Scouting community
- Work collaboratively with the State Leadership Team





- Liaise with other members of the State Program Team to ensure that all youth members have the opportunity to seamlessly move through the sections and have the opportunity to fully engage in the program
- Be a delegate for the State Commissioner Cub Scouts when needed.
- Liaise with the Assistant Chief Commissioner – Youth Advocacy on relevant youth issues.
- Other duties as required by the Chief Commissioner Scouts Victoria.

ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

1. Attitude

- Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
- Have a commitment towards the importance of activities and the 'out' in Scouting
- Be inclusive in leadership style encouraging their teams to excel
- Be respectful of all their team accepting individual differences as a resource

2. Skills

- Be able to lead, communicate with and motivate adult leaders and work harmoniously to grow the program
- Have planning and delegation skills
- Demonstrate risk management, work health and safety (WHS) and ScoutSafe skills
- Maintain confidentiality

3. Knowledge

- 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 organizations
- Understand and demonstrate the role and responsibilities of an Assistant State Commissioner Cub Scouts and have a commitment to that role
- Hold a Wood Badge and have completed advanced training in the Cub Scout Section.
- Have completed Advanced Leader of Adults training, or be willing to complete Basic LoA training within twelve months and Advanced LoA training within two years of appointment.

