



## SCOUTS AUSTRALIA (VICTORIAN BRANCH)

### ROLE DESCRIPTION: STATE COMMISSIONER -- MAJOR EVENTS

Title	State Commissioner – Major Events
Reports to	Assistant Chief Commissioner – Program
Indirect Reports	Major Event Activity Leaders
Measurement	Membership, Quality, and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organization. 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 -- Major Events will share in the Chief Commissioner's leadership focus and will work with the various teams of volunteers who promote & co-ordinate Major Events within Scouting.

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 Major Events Team

The State Commissioner -- Major Events will work with various volunteers who lead Major Event Teams. A major event is deemed to be a singular event where more than 1000 Youth Members are present.

#### PRIMARY RESPONSIBILITIES

The State Commissioner - Major Events is responsible for:

- Enhancing the Leadership Development program by empowering more people to take on key roles in Major Events
- Encouraging more Youth Members to take on key roles in the Major Events teams, with coaching and mentoring from experienced people
- To offer support to, and encourage collaboration between the various Major Events teams in terms of personnel, equipment and resources
- To establish a team of SMEs (Subject Matter Experts) to help the Event Teams
- To determine best practice for Major Events, and help the events reach their full potential
- To be a source of information, guidance and assistance to anyone wishing to run an event or work on an event team
- To create a 'play book' for running a successful Major Event, which is available to anyone running an event
- Be part of panel that selects contingent Leaders for Kangaree, Cuboree, Jamboree & Venture

- Work to achieve KPI's in terms of participation & growth of youth members at Major Events
- Ensure a Plan Do Review process is followed for each Major Event and any relevant learnings are utilized in future Major Events

## ATTITUDES SKILLS AND KNOWLEDGE REQUIRED FOR THE JOB

### 1. Within the Youth Sections

- Work with the various State Teams to promote and assist in Major Events
- Help co-ordinate promotion at section events for promotion of Major Events activities

### 2. Quality program delivery

- Contribute to Major Events program ideas that will assist in ensuring that all sections are provided a quality programs to engage them and meet their developmental needs which entices full participation
- Be part of the State Program team and work to ensure key fundamentals are embedded in all major events
- Have completed Advanced Leader of Adults training, or be willing to complete Basic LoA training within 12 months and Advanced LoA within 2 years of appointment

### 3. Award Scheme

Be aware of the content of the Sections Award Schemes with the target of increasing the percentage of youth who achieve relevant Major Event badges

### 4. Facilitate

- Ensure regular attendance by Team members at meetings of the State Section Councils
- Drive change to ensure relevancy for both the operation of the State Major Events Team and the promotion of Major Events activities within Victoria

### 5. Membership

- Be a member and regular attendee of the State Program Team
- Represent the State at National Major Events Team meetings

### 6. Coaching/Mentoring

Mentor members of the State Major Events Team and facilitate their training for the role

### 7. Finance

- Provide and manage a budget

### 8. Communication

- Convey the opportunities in Major Events activities to the Scouting community
- Work collaboratively with the State Leadership Team
- Advise the State Leadership Team on Major Events issues
- Liaise with other members of the State Program Delivery and Support 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 Major Events program
- Liaise with counterparts in other States and relevant National Commissioner for

standards, guidance and expertise

- Liaise with the Assistant Chief Commissioner – Youth on relevant youth issues
- Other duties as required by the Chief Commissioner Scouts Victoria