



Scouts
VICTORIA

Position Description for Chief Commissioner, Scouts Victoria

The Chief Commissioner will provide the leadership and management to ensure the continued development of Scouts Victoria in a manner consistent with its Purpose and Principles.

The Chief Commissioner is responsible for all Scouting activities in the State. They will be ultimately responsible to the Branch Council but reports to, and is responsible to, the Branch Executive Committee (BEC) to which powers of the Branch Council are delegated.

The initial term is for 3 years with an extension of 3 years at the discretion of the Branch Executive Committee. As with all uniformed positions within Scouts Australia, the position of Chief Commissioner is voluntary. Reasonable expenses incurred on behalf of Scouting will be reimbursed.

Key Challenges

The Strategic Plan for Scouting in Victoria is located at <https://scoutsvictoria.com.au/media/2500/scouts-victoria-strategic-plan-2017-2020-update.pdf>.

It can be summarised as:

- Risks to our members are effectively managed and our members are safe
- Youth membership growth
- Ensuring the Scout program and its delivery is excellent at a Group level by ensuring that the leadership team coordinates activities and motivates adult members to deliver programs
- Developing a highly skilled and motivated team of volunteers committed to the Scout Movement's values
- Building a quality team of State and Region Commissioners to effectively lead Scouts Victoria and to enhance support for our adult members whether directly working with youth members or in other supporting roles
- Providing advocacy on youth issues to government and other relevant organisations
- Working with media to generate favourable coverage of Scout programs and events

Primary Responsibilities

Child Safety

- Keeping our youth safe from all forms of abuse is a fundamental accountability for the Chief Commissioner, as well as all our Leaders and members
- 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 Chief Commissioner is the head of the organisation for the purposes of accountability and reporting child safety issues.



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People

- Set in place the necessary leadership team and provide for succession requirements
- Provide leadership in managing the working partnerships of volunteer management personnel and employed staff
- Responsible for the appointment and management of all volunteer Adults in Scouting

Program

- A key plank of Scouting is that our program is “Youth Leading, Adult Supporting”. Leading in conjunction with youth is a core responsibility.
- Promote and co-ordinate youth and adult activities within Scouts Victoria using a team of Region, State and Assistant Chief Commissioners to lead Scouts Victoria
- Enhance support for our adult members directly working with youth members

Planning

- Provide an inspirational vision for Scouting
- Develop a strategic plan, consistent with the National Strategic Plan, on a rolling three-year basis to be submitted to the BEC for endorsement and implementation
- Ensure annual operational plans are developed to support the strategic plan

Advocacy of Scouting and youth issues in Victoria

- Liaise with the National Office of Scouts Australia, other Chief Commissioners and appropriate external organisations
- Promote the Scout Movement in the wider community by networking and making strategic alliances with other community volunteer organizations
- Ensure that Scouts Victoria provides advocacy on youth issues to State and Local and Federal Governments and to the community including through appropriate use of media and the development and maintenance of strategic alliances and partnerships with other organisations
- Provide advocacy to all layers of Government on how they might assist Scouting in its objectives

Governance

- Participate in the formation of National Scouting policy and represent Victorian views as a member of the National Team
- Report annually to the Branch Council and the Victorian community on the performance of the Branch measured against the current strategic and operational plans and the challenges, targets and projects for the coming year



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- To accept responsibility for the successful discharge by State and Region Commissioners of their duties in pursuit of agreed goals and within the limits of their delegated authority
- Delegate the investigation and resolution of matters arising from misunderstandings of policies, procedures and practices of Scouts Australia whilst retaining the right to make final decisions in accordance with National and State Policy and Rules

Events and Functions

- Initiate and promote the recognition of our adults and youth for sustained quality of service utilizing the Scout Adult Recognition Awards and community Service awards
- Attend meetings and functions in order to stay aware of the needs of members and their activities, encourage effective communication, and ensure that all members understand the role and function of the Branch
- Represent Scouts Victoria at a range of events and functions
- Promote special events and ensure that all events and functions are properly managed, funded and achieve their purposes

Inherent Requirements

The Chief Commissioner must demonstrate core values including:

- Respect and care for individuals
- Inclusiveness and a commitment to diversity
- Collaboration and teamwork
- Innovation and creativity
- A commitment to excellence and professionalism
- Passionate about working with youth

The Chief Commissioner must:

- Have an intimate knowledge and passionate commitment to the purpose, objectives and philosophy of the Scout Movement and have a clear understanding of the methods which make it distinctive from other youth organisations
- Be an enthusiastic leader able to motivate, build and lead teams among both youth and adults
- Have the ability to communicate effectively with all levels in Scouting and with all forms of the media and be an accomplished public speaker in the community
- Have the ability to engage authentically with people, including youth, regarding any abuse they might have survived and deliver heart-felt apologies where appropriate



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- Have advanced skills in change management, and relationship development including understanding collective decision-making, flexibility to accommodate change, a demonstrated commitment to learning, developing skills and sharing knowledge and a preparedness to be accountable and responsible for work outcomes
- This is a value led organisation and as such the Chief Commissioner will deal with a vast collection of people from all walks of life. They will need to learn to say “no” and be able to take decisions that are right for the organisation, which is usually a collective consensus.
- The individual will work diplomatically and collaboratively with the Branch Executive Committee Chairman and Executive Manager and be able to manage stakeholders effectively
- The individual will be accessible and professional in their dealings with the organisation’s members. Hours are long and erratic, and many meetings take place after hours.
- Be or become, and remain, a member of Scouts Victoria with its inherent requirements including National Police Check, and Working with Children Card
- Hold or is prepared to complete a Leader of Adults training within twelve months of appointment



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