

ROLE DESCRIPTION

State Commissioner – Adult Training and Development

Title	State Commissioner – Adult Training and Development
Reports to	Deputy Chief Commissioner
Direct Reports	Training Team
Key Stakeholders	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.

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).

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.

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 best practice, national curriculum, Scouts Victoria curriculum and deliverables.



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PRIMARY RESPONSIBILITIES

1. Within the training portfolio:

- Develop the capabilities within the training team to deliver training in line with the goals of Adult Training and Development.
- 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)

3. Participation

- 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.
- 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
- Develop training programs that engage with our youth in a meaningful way, creating an environment for learning where youth is at the centre of what we do.
- Promote and encourage all Adults in Scouting to complete wood badge training.

4. Development

- Provide skill development opportunities for leaders
- Develop the skills and capabilities of leaders to support OAS within the sections
- Develop a three-year plan for the training portfolio.

5. Facilitate

- 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



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- 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.
- Implement modern, innovative approaches to deliver training in a flexible and meaningful way, such as teleconferencing, face to face, local mentors and supporters.

6. Membership

- Be an active member and participant of the National Training Team as an appointed Leader Trainer, sharing knowledge, two way communication and collaboration
- Be an active member and participant of the Adult Development Team (including Deputy Chief Commissioner and State Commissioner – VET), sharing knowledge, two way communication and collaboration

7. Finance

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

8. Coaching/Mentoring

- Mentor the Assistant State Commissioner and facilitate their training for the role
- Mentor and coach new trainers to the Training Team to continue their development and growth.
- Recognition that Training is a key element of development of our adults and develops the foundation of the culture of any new leader joining Scouts Victoria

9. Communication

- Promote adult training and development resources 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 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 – Youth on relevant youth issues
- Liaise with the National Commissioner – Adult Training and Development
- Other duties as required by the Chief Commissioner Scouts Victoria



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ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Be inclusive in leadership style encouraging their teams to excel
4. Be respectful of all their team accepting individual differences as a resource
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. Be able to motivate, lead, communicate with and motivate adult leaders and work harmoniously to grow the program
3. Have planning, monitoring and delegation skills
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills across all of Scouts Victoria
5. Maintain 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 organizations
3. Understand and demonstrate the role and responsibilities of a State Commissioner and have a commitment to that role
4. Have completed Scouting Leadership (formerly Advanced Training) Leader of Adults training, or be willing to complete Scouting Management (formerly Basic Training) LoA training within twelve months and Scouting Leadership LoA training within two years of appointment.

