

ROLE DESCRIPTION
Cuboree Chief Director

Title	Cuboree Chief Director
Reports to	State Commissioner – Cub Scouts
Direct Reports	Event Committee Members
Measurement	Budget, 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 Cuboree Chief Director will share in the Chief Commissioner's leadership focus and will lead their Event Committee. This Committee is empowered to support the program of Scouting through running a high quality, engaging event.

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).

Cuboree Event Committee

The Cuboree Chief Director will lead the Event Committee, a team of volunteers focused on delivering a high quality, engaging event for our Cub Scout participants, and supporting members including Venturers, Rovers, nominated Scouts and adults.

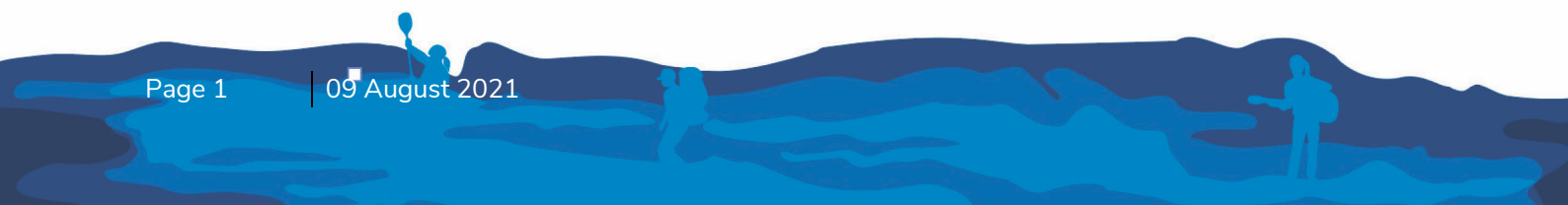
The Committee and Chief Director are responsible for:

- Ensuring that the Event runs successfully with growing Cub Scout participation in line with the growth of the section
- Ensuring that the Event is self-sustaining and not a financial burden on Scouts Victoria
- Ensuring that the Event is well marketed, attractive to Cub Scouts and supporting members, and is well attended
- Ensuring that the Event evolves to stay current and relevant for the youth program.

PRIMARY RESPONSIBILITIES

1. The Committee

- Develop a clear plan for delivering a successful event
- Monitor, track and respond to issues that arise with the event
- Provide proactive early intervention
- Understand and know what is happening with the event
- Monitor, track and respond to budgetary issues that may arise



ROLE DESCRIPTION
Cuboree Chief Director

- Include at least one current Rover on the Committee.

2. Quality program delivery

Ensure that Cub Scouts are provided a quality program to engage them and meet their developmental needs thereby enticing full participation and inclusion of all Cub Scouts.

3. Achievement Pathways

Where possible integrate elements of the achievement pathways into the event.

4. Development

Provide Adults, Rovers and Venturers with the opportunity to learn and develop their leadership skills in a practical environment.

5. Facilitate

Provide a committee and team structure that is proactive and will enable successful delivery of the event.

- Support will be open, honest and timely
- Hold regular meetings of the Event Committee
- Provide minutes of meetings to the State Commissioner - Cub Scouts and State Commissioner – Major Events.
- Present status updates in person (or via electronic media) to the State Commissioner - Cub Scouts and State Cub Scout Council

6. Membership/Training

- Current membership of Scouts Victoria with all required training modules completed.
- Be an experienced Wood Badged leader with experience in the Cub Scout section (past or present role).
- Have completed the Advanced Leader of Adults (Program Support Leader) training.

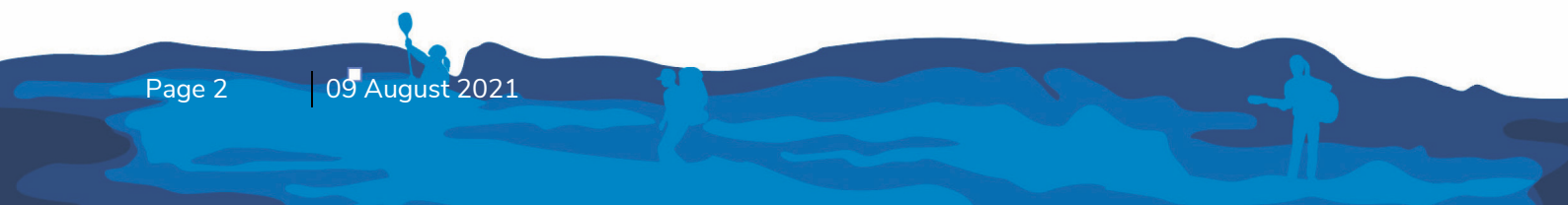
7. Coaching/Mentoring

Mentor members of the Event Committee and facilitate their training for the role.

8. Communication

- Maintain a strong personal profile by actively engaging with the State Cub Scout Council.
- Foster a good working relationship with the State Commissioner – Major Events.
- Attend the regular Major Events management meetings as scheduled by the State Commissioner – Major Events.
- Actively promote the Event at other events.

Other duties as required by the State Commissioner – Cub Scouts or State Cub Scout Council representative.



ROLE DESCRIPTION
Cuboree Chief Director

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 event
2. Hold a strong belief that Major Events are a key development tool for the youth members
3. Have a commitment towards the importance of activities and alignment with the Achievement Pathways including Outdoor Adventure Skills.
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Have a strong commitment to the safety of children, upholding the values Child Safe Scouting Statement and ensuring policy requirements are met.

Skills

1. Be able to lead, communicate with and motivate other adults and work harmoniously to deliver the event
2. Demonstrate planning and delegation skills
3. Demonstrate risk management, work health safety (WHS), Child Safety and ScoutSafe skills
4. Demonstrate budgeting and financial management skills

Knowledge

1. 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
2. Understand and demonstrate the knowledge required to run large events

