

ROLE DESCRIPTION

Deputy Chief Director – Program & Operations Kangaree 2022

Title	Deputy Chief Director – Program & Operations Kangaree 2022
Reports to	Chief Director – Kangaree 2022
Direct Reports	Team as appointed
Delegations	As per Chief Director’s Instructions
Appointment Term	From date advertised until 30 Jun following Kangaree
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.

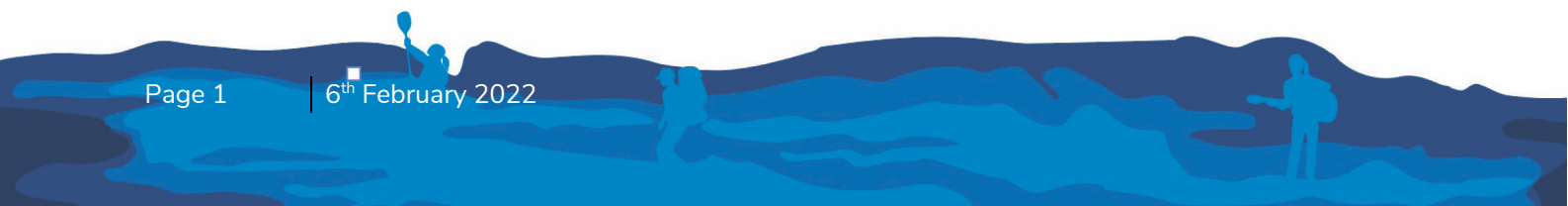
This position reports to the Chief Director and is expected to successfully manage the listed functions both leading up to and during the Kangaree. It is part of the leadership team, and it is expected that the incumbent will have significant interplay with external companies and the Victorian Branch on matters involved in the areas of responsibility.

The role encompasses delivery of critical future program elements for Scouts Victoria. Senior leadership skills, ability to lead teams, comprehensive knowledge of the State organisation, our structure, and a historical understanding of models of change management processes that have been used by Scouting (both successfully and unsuccessfully) are required.

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).

PRIMARY RESPONSIBILITIES

- Recognising the principles of Youth Leading, Adult Supporting, the structure should be developed as much as possible to allow youth participation in key decision making, and for youth leadership to be at the forefront in the delivery of the event.
- Provide leadership and guidance to a team of Leaders, Youth, and other volunteers to operate a highly successful Executive Committee to facilitate the success of the Kangaree.
- Be accountable for aspects of the Kangaree planning, operations, and delivery, including the budget; risk management and workplace health and safety matters and program delivery standards.



ROLE DESCRIPTION

Deputy Chief Director – Program & Operations Kangaroo 2022

ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

1. Attitude

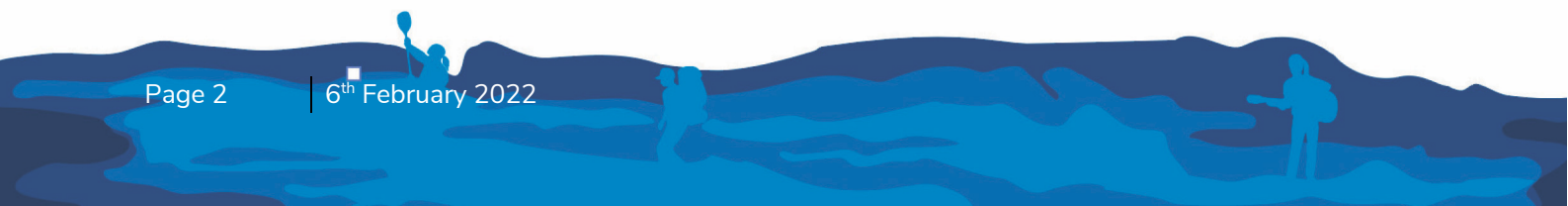
- Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout Method in the role
- Participatory leader that enthuses others and leads by example.
- Uphold and demonstrate a commitment to the implementation of Child Safe Scouting
- Enthusiasm and commitment towards the importance of activities and the out in Scouting
- Be inclusive in Leadership style encouraging teams to excel and empowering youth to participate.
- Availability and commitment to the time required to deliver the duties outlined in this role description.
- Strategic thinker with an ability to articulate visions, strategies, and plans.
- Ability to recognise and implement change based on previous lessons-learned pertaining to major events hosted in Victoria
- Ability to develop sound administrative processes to support strategic direction
- Flexibility in approach and an ability to work under pressure is essential.

2. Skills

- Be able to lead, communicate with and motivate youth members, adult Leaders and volunteers using a variety of methods.
- Demonstrate planning and delegation skills
- Demonstrate risk management, work health and safety (WHS) and ScoutSafe skills
- Maintain confidentiality with sensitive and personal information

3. Knowledge

- Be a current member of Scouts Victoria, having completed mandatory on-demand training modules and adult membership requirements.
- Have a sound knowledge and strong commitment to the purpose, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods that distinguish it from other youth organisations



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SPECIFIC DUTIES

- Recruit, build and lead an experienced team of volunteers involved in the effective management, development, and delivery of the Program and Operations teams for Kangaree 2022. This could include Administration, Catering, Finance, Sites and Services and Transport teams.
- Developing and maintaining productive communication channels within the Kangaree Management Team to ensure customer needs are anticipated, supported, and delivered.
- Effectively resolving problems and disputes as they arise
- Continuously improving operations and activities to achieve the Association's goals and objectives
- Other duties as required to deliver Kangaree or as requested by the Chief Director Kangaree, Chief Commissioner of Scouts Victoria, their delegate, or the Branch Executive Committee.

