

ROLE DESCRIPTION
Assistant State Leader - Paddling

Title	Assistant State Leader - Paddling
Reports to	State Leader - Paddling
Measurement	Membership, Quality and Participation

This is a voluntary position.

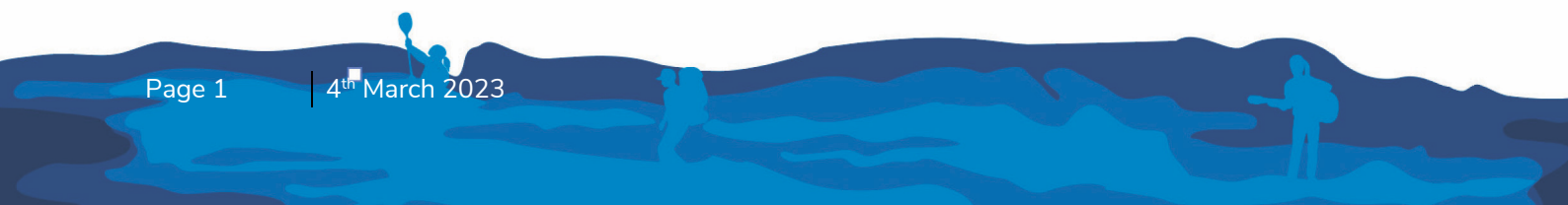
Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Assistant State Leader- Paddling will assist the State Leader – Paddling in the administration of the Scout Paddling Team, whose main role is to support the program of Scouting delivered in Groups and sections. The team will deliver activities, train, and upskill section leaders, and provide support around paddling to facilitate an adventurous Scouting program. Activities the position oversees include canoeing, kayaking, sea kayaking, stand-up paddleboarding, white-water rafting, and swift-water rescue and safety. The Team is also a primary contact for youth members seeking to undertake the paddling Outdoor Adventure Skills.

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

- Be accountable for all aspects of the administration of courses and events run by the Paddling team, including but not limited to scheduling, management of course and event registration in extranet, liaising with course leaders and liaising with course participants.
- Being a part of the selection process of leaders for their Team
- Communication of the paddling activities available to the Scouting community and promotion of paddling to all members of Scouting irrespective of abilities.



ROLE DESCRIPTION
Assistant State Leader - Paddling

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 and Scout Safe principles
6. Highly organized and pro-active.

Skills

1. High level of organizational skills
2. Be proactive.
3. High level of computer skills, must be able to use Microsoft excel, google docs and willingness to learn to use the scout extranet system
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills in the adventurous activity environment
5. Maintain confidentiality
6. Understand and demonstrate the role and responsibilities of Assistant State - Paddling and have a commitment to that role

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. Have attained Certificate of Advanced Adult Leadership (Leader of Adults) or
 - i. be prepared to attain Certificate of Proficiency within 12 months
 - ii. complete Certificate of Advanced Adult Leadership within 2 years

