

Title:

Entertainment - Deputy Director - Content

Reports to:

Entertainment Director

Direct Reports:

General Managers for Ceremonies and Productions roles as agreed Administration

Appointment Term:

December 2025 to July 2028

Measurement:

Membership, Quality and Participation

Position Type:

Voluntary

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.

Australian Jamborees are a crucial part of the Scout Journey for thousands of young people, they develop lifelong memories and personal growth of every youth member who attends. We recognise the significant contribution made by all who provide their time for the event, mutual respect, flexibility and positivity.

This role is responsible for the planning, delivery, and management of a dynamic Entertainment Team, tasked with creating a vibrant and memorable program for all Jamboree attendees. The incumbent will lead a team of creative and production managers to design and execute both on-stage entertainment and off-stage environment experiences that engage Jamboree participants, cast, and crew alike.

The entertainment program is a cornerstone of the Jamboree experience, contributing to the atmosphere, energy, and lasting memories of the event. This role requires visionary leadership that aligns with the Entertainment Director, collaborative spirit, and a passion for delivering high-impact moments that reflect the values and excitement of the Jamboree.

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

- To assist the Entertainment Program Director with leadership and guidance to a team of people as selected by the Director and approved by the Chief Director to facilitate the success of the event.

- Assist with the development and leadership of the Entertainment Team and coordination of the Entertainment program.
- Assist with Management of Production Managers for creation of nightly content of acts, both Scout based creations, and externally booked, to develop nightly program activities (including opening and closing ceremonies)
- Ensure adequate opportunities for authentic youth member input into the work of the Entertainment Management team.
- Make a significant contribution to the planning and organisation of the 2028 Australian Jamboree.
- Implement the above plan with the endorsement of the Entertainment and Chief Directors.
- Oversee aspects of the directorate, including but not limited to
 - Planning,
 - Delivery;
 - Administration;
 - Creative and Production Content;
 - Personnel & Welfare;
- Oversee the timeline for key milestones of the directorate event plan.
- Assist with the Entertainment Directorate budget to assist in the preparation of the overall Jamboree budget
- Contribute to a monthly report of the Operations Directorate to the Jamboree Executive Committee
- Uphold and recognise the need for professional-like, strong and positive relationships between the Marketing and Entertainment Teams to ensure brand alignment and content development.
- Participate as a member of the Jamboree Organising Committee, attending meetings as required, assisting with reports, presenting the Directorate plan if required and contributing to the overall planning of the Jamboree relevant to areas involving your Directorate.
- Provide input to the event status report.
- Operate in accordance with the Scouts Australia – Australian Scouting Youth Events Policy and the Scouts Australia – Australian Scouting Youth Events Standards
- Contribute to the preparation of a comprehensive final report at the conclusion of the event for submission to the Branch Executive Committee/National Executive Committee.
- Any other responsibilities requested by and in support of Entertainment or Chief Director.

Attitude, Skills and Knowledge Required

Attitude

- Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
- Have a commitment towards the importance of activities and the 'out' in Scouting
- Be inclusive in leadership style encouraging their teams to excel
- Be respectful of all their team accepting individual differences as a resource
- Uphold and demonstrate a commitment to the implementation of Child Safe Scouting
- Be willing to teach and pass on knowledge to youth members about the methods for entertainment event delivery.

Skills

- Strategic thinker with an ability to articulate visions, strategies and plans.
- Ability to develop sound administrative processes to support strategic direction.
- Flexibility in approach and an ability to work under pressure is essential.
- Be able to mediate, carry out investigations, write reports and make recommendations.
- Proven ability to prioritise workloads and multitask to ensure commitments are fulfilled in a timely manner.
- Relevant event management qualifications or experience.
- Demonstrate planning and delegation skills.
- Demonstrate risk management, work health and safety, and ScoutSafe skills.
- Maintain confidentiality with sensitive and personal information.
- Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills in the entertainment / live events environment
- Previous experience as a manager or leader in the Live Events industry, and or Entertainment spaces across Scouting Theatre or other previous or current Live events.

Knowledge

- 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 organisations.
- Understand and demonstrate the role and responsibilities of Deputy Director for Entertainment and have a commitment to that role.
- Already have completed or are willing to complete Basic Activity or Leader of Adult Basic training within twelve months of appointment.
- Have attained Certificate of Advanced Adult Leadership (Leader of Adults) or
 - be prepared to attain Certificate of Proficiency within 12 months
 - complete Certificate of Advanced Adult Leadership within 2 years.