

Title:

Entertainment - General Manager - Productions

Reports to:

Entertainment Deputy Director - Content

Direct Reports:

Event nightly production team roles as agreed

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 development and ongoing management of a dynamic Production Team tasked with creating nightly programs of Scouting generated content to be performed across various venues at the Jamboree. The incumbent will lead the team in curating engaging, youth-driven performances that reflect the spirit and creativity of the Scouting Movement.

This role specifically excludes responsibility for the Opening and Closing Ceremonies, as well as any paid external headline entertainment. However, the Production Manager will collaborate closely with the Manager/Director of the Opening and Closing Ceremonies as required to ensure alignment and provide operational support.

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 provide leadership and guidance to a team of people as selected by the incumbent and approved by the Entertainment Director to facilitate the success of the event
- Build a Creative Production team to develop an engaging and memorable entertainment program.
- Engage with small to medium entertainment acts externally as required.

- Create an engaging program of Scouting members designed and performed content for the participants of the Jamboree.
- Incorporate authentic youth member input into the work of the entertainment program.
- 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.
- Be accountable for all aspects of the Creative Production Team process including, but not limited to;
 - Build a dynamic creative production team suitable to design and planning of Scout led Content for many spaces across multiple nights of the Jamboree.
 - Manage allocated budget for each designed content over various spaces throughout the event.
 - Engage with external acts and content as required.
- Develop and manage the timeline for all key milestones of the directorate event plan.
- Contribute to a monthly report of the Entertainment Directorate to the Jamboree Executive Committee
- Participate as a member of the Jamboree Organising Committee, attending meetings, reporting progress, presenting the Directorate plan and contributing to the overall planning of the Jamboree relevant to areas involving your Directorate.
- Provide input to the event status report.
- 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.
- 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 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

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 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 adventurous activity environment
- Prior experience in creative development of content space.
- Prior experience in Production Management of Entertainment and Creative Teams.

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 General Manager - Productions 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.