

General Manager – Communications and Network

Essential Services and Trades AJ2028

**Title:**

General Manager – Communications and Network

Reports to:

Director – Essential Services and Trades

Direct Reports:

Electricians

Appointment Term:

August 2025 – July 2028

Measurement / KPIs:

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. Success of Jamborees is underpinned by the effective & efficient Essential Services, providing access and financial minimisation to enable the youth to participate fully in all aspects of the Jamboree. General Manager - Communications and Network – AJ2028 supports this Directorate by building a Team to facilitate and support the Sites Radio and IT Network needs.

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

- Provide leadership and guidance to the Communications and Network Team of Leaders, Youth, and other volunteers to facilitate the success of the 28th Australian Jamboree (AJ2028)
- Incorporate authentic youth member input into the work of the Team
- Be accountable for all aspects of the Team, including planning, operations and delivery, including the budget and financial results; risk management and workplace health and safety matters.
- Create and manage the communications network for radio use, including finding suppliers, discovering and evaluating needs and coordinating distribution and recharging of batteries as required.
- Design, install and maintain the IT Network around the site by evaluating needs of all directorates, finding suppliers and contemplating end use of equipment for the benefit of Victorian Scouting.
- Develop and manage the timeline for all key milestones of the directorate event plan.
- Assist in developing the Directorate budget

- Contribute to a monthly report of the Directorate as to support the Director in reporting to the Jamboree Executive Committee
- Operate in accordance with the Scouts Australia – Australian Scouting Youth Events Policy and the Scouts Australia – Australian Scouting Youth Events Standards
- Participate as a member of the Essential Services & Trades Directorate, attending meetings, reporting progress, presenting the Directorate plan and contributing to the overall planning of the Jamboree relevant to areas involving your Team.
- Provide input to the event status report.
- 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 Deputy Chief Director – Operations, or Director of Essential Services & Trades.

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

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 Manager – Communications and Network and have a commitment to the team
- Have a sound knowledge of Australian Standards and Electrical working practices.

Essential Services and Trades AJ2028



- Have knowledge and a firm practical understanding of Generators and Temporary Site works.

Tooling

- Have sufficient hand tools and meters to be self-sufficient whilst at the Jamboree.
- Larger tools will be provided when required.