

**Title**

General Manager Program Experience Digital – AJ2028

**Reports to**

Director Program Experience – AJ2028

**Term of Appointment**

December 2025 – July 2028

**Measurement**

Membership, Quality and Participation

**Position Type**

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.

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 members of the Program Experience team focus on the creative development of a challenging learning-based program of activities for all attendees of the Jamboree, this includes designing the schedule, storyline and bringing theme immersion of the program for youth participants. This role is essential for providing an innovative and comprehensive digital landscape to support implementation of this vision.

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organization of the Scouting Movement).

**Primary Responsibilities**

- Operate in accordance with the Scouts Australia – Australian Scouting Youth Events Policy and the Scouts Australia – Australian Scouting Youth Events Standards
- Make a significant contribution to the planning, organisation and implementation of the 2028 Australian Jamboree.
- Participate as a member of the Program Experience team, attending meetings, reporting progress, liaising with other Directorates and contributing to the overall planning of the Jamboree relevant to Program Experience by undertaking the following:
  - Design and development of visionary digital products that will revolutionise program delivery
  - Incorporate authentic youth member input into the work of the Directorate

- Provide innovative digital solutions to bring together the scheduling design, theme immersion and the experience that participants will have at Jamboree.
- Assist the Director of Program Experience with completing the following tasks as requested:
  - Provide input to the event status report.
  - Contribute data for the preparation of a comprehensive final report at the conclusion of the event for submission to the Branch Executive Committee/National Executive Committee.
  - Contribute to a monthly report of the Program Directorate to the Jamboree Executive Committee
  - Provide input to the Directorate budget to assist in the preparation of the overall Jamboree budget
  - Develop and manage the timeline for key digital milestones of the directorate event plan
- Any other responsibilities requested by and in support of Director of Program Experience

## 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

The following skills would be beneficial for this role and demonstrated prior experience is preferable:

- 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.
- Demonstrate planning and delegation skills.
- Demonstrate risk management, work health and safety, and ScoutSafe skills.
- Comprehensive knowledge of cyber security measures required to maintain confidentiality with sensitive and personal information.
- Demonstrate risk management, work health and safety (WHS) and ScoutSafe skills in the adventurous activity environment.
- Creative 'think outside the box' approach to program development.
- Capacity to design and build digital products from scratch using appropriate platforms and coding languages.

## 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 organisations
2. Already have completed or be willing to completed Basic Activity or Leader of Adult Basic training within twelve months of appointment.