

SCOUTS AUSTRALIA (VICTORIAN BRANCH)



ROLE DESCRIPTION Project Officer – ANZAC Day 2026

Title	Project Officer – ANZAC Day 2026.
Reports to	Chief Commissioner
Direct Reports	None

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 Project Officer – ANZAC Day 2026 will share in the strategic direction of Scouts Victoria to support local communities in attending commemorative events supporting ANZAC Day. This is a fixed term position of 3 months to support Scouts Victoria in our strategic pillar of raising our profile within the community.

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

1. Liaise with the Returned Services League (RSL) about opportunities for Scouting involvement.
2. Liaise with the Shrine of Remembrance ANZAC Day event team to ensure Scouting is represented.
3. Support Units, Groups and Districts to participate in their local community activities on April 24 and 25 2026.
4. Liaise with the Scouts Victoria Marketing and local Marketing teams to raise awareness of our activities conducted on and around this day.
5. Promote the opportunity of “Their Service, Our Heritage” badges and activities.
6. Other duties as required by the Chief Commissioner

ATTITUDE, SKILLS and KNOWLEDGE REQUIRED

Attitude

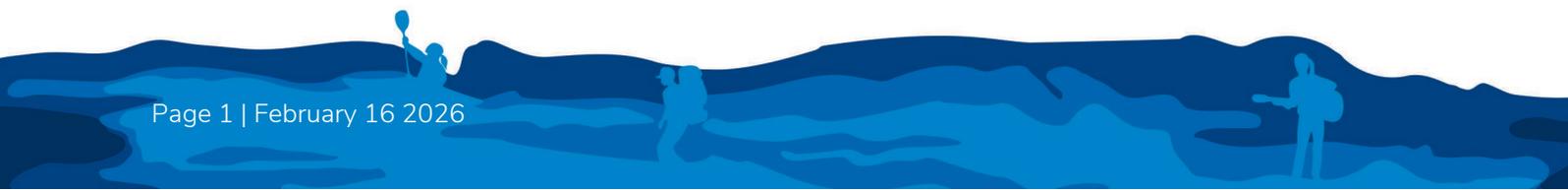
1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in our organisation
2. Be confident, friendly and supportive.
3. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to effectively communicate with people via various means including email, face-to-face and over the phone.
2. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

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. Hold a Certificate of Membership and be an active and current Rover or Leader in the organisation. It is anticipated that you will continue in your current position while undertaking this role.

