

SCOUTS AUSTRALIA (VICTORIAN BRANCH)



ROLE DESCRIPTION State Leader – Adult Recruitment

Title	State Leader – Adult Recruitment
Reports to	Chief Commissioner (TBC)
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 State Leader – Adult Recruitment will share in the strategic direction of Scouts Victoria by recruiting and developing great volunteers. This is a fixed term position of 12 months to support Scouts Victoria in developing and communicating our adult recruitment toolbox.

There is an element of administration, support and monitoring within this role as well.

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. Respond to new adult volunteer enquiries sent through the Scouts Victoria website.
2. Explore and report on census data in regard to adult volunteering numbers and trends.
3. In conjunction with the Chief Commissioner, further develop the toolbox available for adult recruitment including, but not limited to
 - Social media tiles
 - Auction boards
 - Community Build sessions
4. Support District Teams by communicating strategies to assist in the recruitment of adult volunteers.
5. Understand, and where appropriate share, trends and learnings of wider volunteering research.
6. Track the progress of campaigns and report on the progress.
7. 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. Be able to communicate with and support Leaders to deliver adult recruitment strategies.
2. Have planning and communication skills
3. Ability to communicate with people via various media including email, face-to-face and over the phone





4. 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. Understand the various roles fulfilled in Scout Groups including Section Leaders, Group Support Committee and Adult Helpers
3. Hold a Certificate of Membership and be an active and current Rover or Leader in the organisation.

