

SCOUTS AUSTRALIA (VICTORIAN BRANCH)



ROLE DESCRIPTION Project Officer – Gilwell Fundraising Campaign

Title	Project Officer – Gilwell Fundraising Campaign
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 – Gilwell Fundraising Campaign will drive our new fundraising campaign “A Seat at the Table”. This is a fixed term position of 12 months to support this particular campaign for Gilwell.

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. Work alongside relevant stakeholders to develop and drive our Gilwell fundraising drive.
2. Plan, coordinate and execute community fundraising activities, events and campaigns.
3. Coordinate enquiries and build positive relationships with the community.
4. Develop a small team of people to contribute to this work.

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. Understand the importance of Gilwell in our heritage and future strategic plan.
4. 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 adult volunteer in the organisation. It is anticipated that you will continue in your current position while undertaking this role.

