



**ROLE DESCRIPTION**

**Venturer Major Event Chief – Vic Gathering**

<b>Title</b>	Venturer Major Event Chief – Vic Gathering
<b>Reports to</b>	State Commissioner – Major Events
<b>Direct Reports</b>	Event Committee Members
<b>Measurement</b>	Sustainability, Quality, Delivery and Participation.

This is a voluntary position.

This position holds a maximum time in position of 3 years.

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 Venturer Major Event Chief – Vic Gathering will share in the Chief Commissioner’s leadership focus and will lead their Event Committee. This Committee is empowered to support the program of Scouting through running a high quality, engaging event that has year on year growth.

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).

**Venturer Major Event Committee – Vic Gathering**

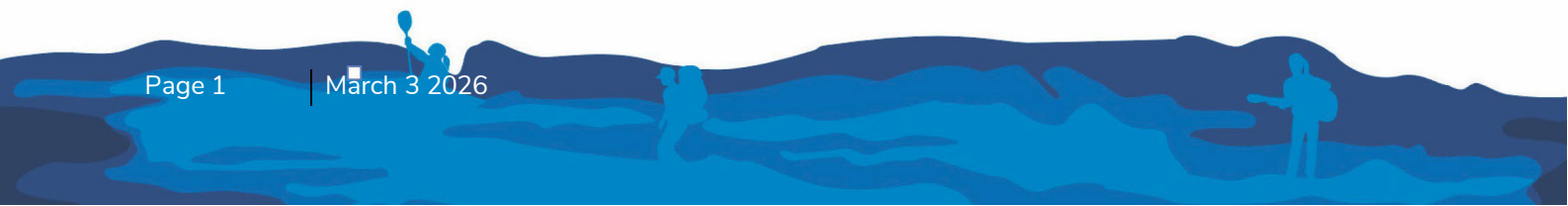
The Venturer Major Event Chief – Vic Gathering will lead the Event Committee, a team of volunteers focused on delivering a high quality, engaging event for our Venturer Youth, including Linking Scouts.

The Committee and Chief Director are responsible for:

- Ensuring that the Event runs successfully with year on year growth in Venturer participation in line with the growth of the section
- Ensuring that the Event is self-sustaining and not a financial burden on the State Venturer Council
- Ensuring that the Event is well marketed, attractive to Venturers and is well attended
- Ensuring that the Event evolves as the Venturer youth evolves to stay current and relevant
- Ensuring that the Event complements rather than competes with the other major Venturer events

**PRIMARY RESPONSIBILITIES**

**1. The Committee**



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Ensure that they and their Committee Members work through to:

- Develop a clear year on year plan for delivering a successful event
- Monitor, track and respond to issues that arise with the event
- Provide proactive early intervention
- Understand and know what is happening with the event
- Include at least one current Venturer on the Committee

**2. Quality program delivery**

Ensure that Venturers are provided a quality program to engage them and meet their developmental needs which entices full participation

**3. Achievement Pathways**

Where possible integrate elements of the achievement pathways into the event

**4. Development**

Provide Adults and Venturers with the opportunity to learn and develop their leadership skills in a practical environment

**5. Facilitate**

Provide a committee and team structure that is proactive and will enable all Adults and Venturers to deliver the program.

- Support will be open, honest and timely
- Hold regular meetings of the Event Committee
- Provide minutes of meetings to the State Commissioner – Major Events and State Commissioner Venturers
- Provide a budget and financial reports for the event to the State Commissioner Major Events and the State Commissioner Venturers

**6. Membership**

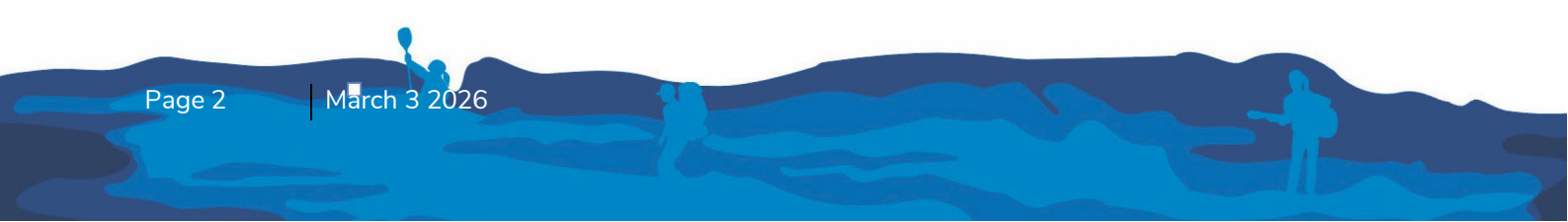
- Participate in Statewide Venturer projects/initiatives as required
- Provide expertise for the State Retention Strategy of making program delivery easier

**7. Coaching/Mentoring**

Mentor members of the Event Committee and facilitate their training for the role

**8. Communication**

- Maintain a strong personal profile by actively engaging with Venturer Leaders and Venturers on a regular basis



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- Actively promote the Event at other events

Other duties as required by the State Commissioner – Major Events

**ATTITUDE, SKILLS and KNOWLEDGE REQUIRED**

**Attitude**

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the event
2. Hold a strong belief that Major Events are a key development tool for the Venturer section
3. Have a commitment towards the importance of activities and the 'out' in Scouting
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. A strong commitment to the safety of children, upholding the values of the Child Protection Policy, Adult Code of Conduct and Child Safe Statement.

**Skills**

1. Be able to lead, communicate with and motivate other adults and work harmoniously to deliver the event
2. Demonstrate planning and delegation skills
3. Demonstrate risk management, work health safety (WHS), Child Safety and ScoutSafe skills
4. Demonstrate budgeting and financial management 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 and demonstrate the knowledge required to run large events
3. If an adult leader - have attained Certificate of Advanced Adult Leadership (Leader of Adults) or
  - a. be prepared to attain Certificate of Proficiency within 12 months
  - b. complete Certificate of Advanced Adult Leadership within 2 years.

