



ROLE DESCRIPTION

Assistant State Commissioner – Outdoor Adventure (Local Adventure)

Title	Assistant State Commissioner – Cycling Cycle Touring, Mountain Biking
Reports to	State Commissioner – Local Adventure (Bushcraft, Bushwalking, Cycling, Paddling)
Measurement	Membership, Quality, Delivery, and Participation.

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.

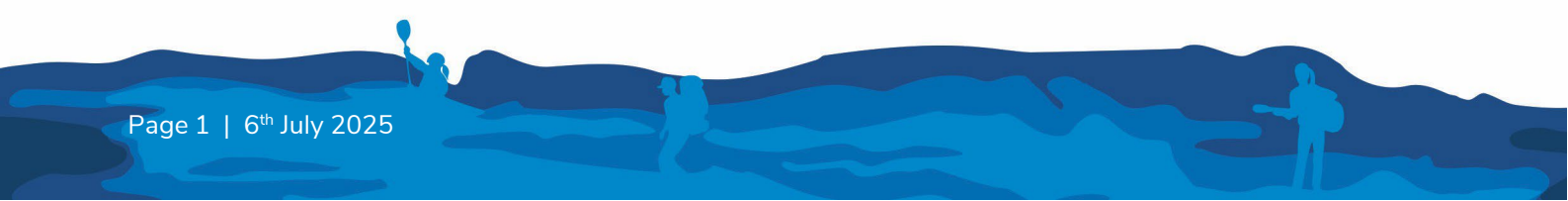
The Assistant State Commissioner provides the oversight and operationalises our strategy within the outdoor adventure stream for Scouts Victoria, fostering a safe, inclusive and engaging environment for all by promoting alignment with the Scouts Victoria Adventure Strategy.

The Assistant State Commissioners within the Local Adventure area focus is to increase the capacity of our units at a local level to deliver these programs as a core part of our program, ensuring youth members can always participate in a level of outdoor adventure utilising the resources they have locally.

The Assistant State Commissioner will promote and drive collaboration within the outdoor adventure stream, including cohesion amongst the activities, including the coordination and alignment within the community of practice relating to the outdoor adventure area.

The Assistant State Commissioner will oversee and monitor opportunities for participation and training in the various activity disciplines throughout Scouts Victoria.

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).



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PRIMARY RESPONSIBILITIES

- Ensure all State Leaders and activity teams within the outdoor adventure stream operate in alignment with Scouts Victoria policy, the application of the National Adventurous Activities Framework in Victoria, and support the delivery of the Outdoor Adventure Skills (OAS) program across Stages 1–9.
- Operate as the Leader in Charge for the Outdoor Adventure Activity Teams as directed, providing direct leadership, coordination, and administration of the group, including oversight of membership, governance, and team function.
- Assist activity teams with developing and managing budgets, planning event costs, and accessing appropriate financial and grant resources to ensure sustainable delivery of activities.
- Support State Leaders to implement and uphold Child Safe Scouting, ScoutSafe, WHS principles, and the Adventure Activity Standards. Provide guidance and oversight on risk management practices and incident response within the discipline.
- Ensure each team within the outdoor adventure stream maintains a timely and well-structured calendar of events, including training and participation opportunities, for inclusion in the annual Outdoor Adventure Calendar.
- Oversee the implementation of the Scouts Victoria Adventure Strategy for their outdoor adventure stream.
- Membership of the State Adventurous Activities Council, which meets monthly.
- Being a part of the selection process of leaders for the outdoor adventure stream.
- Facilitating meetings of the outdoor adventure teams as required.
- Promotion of adventure-based learning to all members of Scouting, irrespective of abilities.
- Ensure the outdoor adventure streams are well supported by qualified leaders, including activity guides, trained and safe participants in all areas.

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 program.
2. Have a commitment towards the importance of adventure activities and ensuring access to Adventurous, Fun, Challenging and Inclusive activities for all youth members in Scouting.
3. Be inclusive in leadership style encouraging their teams to excel.
4. Be respectful of all their team, accepting individual differences as a resource.
5. Uphold and demonstrate commitment to implementation of Child Safe Scouting &



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ScoutSafe principles.

Skills

1. Be able to lead, communicate, motivate and work harmoniously with adult leaders to grow the program.
2. Have demonstrated planning and delegation skills.
3. Demonstrate risk management, work health and safety (WHS) and ScoutSafe skills.
4. Demonstrated understand of the role and responsibilities of an Assistant State Commissioner and a commitment to that role.

Knowledge

1. Have a sound knowledge and strong commitment to the purpose, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods that distinguish it from other youth organizations.
2. Possess an understanding of the Youth Program of Scouts Australia and how the Outdoor Adventure Skills fit into the journey.
3. Have a strong knowledge and understanding of the Scouts Victoria Adventure Strategy.
4. Have attained Certificate of Advanced Adult Leadership (Leader of Adults) or
 - i. be prepared to attain Certificate of Proficiency within 12 months.
 - ii. complete Certificate of Advanced Adult Leadership within 2 years.

