



SCOUTS AUSTRALIA ROLE DESCRIPTION: NATIONAL COMMISSIONER - YOUTH PROGRAM

Role Title	National Commissioner – Youth Program
Business Unit	National Team
Reports to	Chief Commissioner of Australia
Role Level	Uniform role, National Commissioner Rank, volunteer position.

Scouts Australia is a Child Safe organisation. Scouts Australia is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

BUSINESS UNIT OBJECTIVE

To develop and lead a plan that, through a one team approach, delivers one program for today and tomorrow's youth.

ROLE OBJECTIVE

Scouting is the largest non-formal educational youth organisation in the World with over 50 million members. In Australia, Scouting has a membership of approximately 70,000, of which circa 50,000 are youth members or young adults.

*"Youth Program is the **totality** of **what** young people do in Scouting (the activities), **how** it is done (the Scout Method) and the reason **why** it is done (the purpose)."*

Reporting to the Chief Commissioner of Australia, the National Commissioner – Youth Program is responsible for ongoing development and deployment of the youth program (as defined above) to ensure that it reflects contemporary Australia and complies with the overarching Youth Program policies of the World Organisation of the Scout Movement.

At all times this position demonstrates behaviours in accordance with Scouts Australia purpose, principles and Association values and desired National Team Charter.

KEY STAKEHOLDERS

1. National Team Members
2. National Committees
3. Senior Branch Commissioner Teams
4. Youth Councils
5. Youth Program Review / Implementation Teams
6. Major National Events Teams



ROLE RESPONSIBILITIES

Delight Stakeholders

- Set the “tone” for Youth Program development and delivery in Australia.
- Periodically visit National and major Youth events in Branches as a key representative of Scouts Australia.
- Adopt a pro-active, flexible and engaging approach to stakeholders at all times.

People Leadership

- Lead and chair standing committees for Youth Program matters, in particular the meetings of the Branch Youth Program Commissioners, at least three meetings annually.
- Lead a support team (as agreed with the Chief Commissioner) to ensure that all aspects of the National Youth Program are actively managed, including the recommendation for appointment of individuals for specific projects and/or roles, to the Chief Commissioner.
- Together with the National General Manager, oversee the operation of the National Youth Program Office.

Association Values and Culture

- At all times, demonstrate behaviours in accordance with the Associations Scout Method, Code of Ethics, Code of Conduct and Values, in particular:
 - Responsibility for oneself physically, intellectually, emotionally, socially and spiritually
 - Contributing to society
 - Being a strong role model for others
 - Protecting young people from harm or exploitation
 - Proactively caring for the environment in a sustainable way
 - Demonstrating respect and equity for others
 - Valuing the importance of technological innovation to benefit human society.

Strategy and Operational Management

- Lead the National involvement in major National Youth events, ensuring the inclusion and achievement of youth program educational objectives.
- Provide significant input into the organisation and conduct of major National Youth events, to achieve high standards of safety and accountability that are consistent with the policy, procedures and practices of Scouts Australia and the Branches in which they are held.
- Periodically visit National and major Youth events in Branches.
- Lead the development and implementation of Youth Program elements of the National Strategic Plan.
- Approve national communication to Scouts Australia on Youth Program matters, including through the national website, national e-newsletters, *Australian Scout* magazine, and other relevant media.
- Keep abreast of community attitudes, concerns and professional areas of interest relevant to the Australian Scout Youth Program.
- Oversee and review the content and preferred method(s) of delivery in the training and development of youth and young adult members and keep the National Commissioner for Adult Training and Development informed on what is required of youth section leaders.
- Attend World Events as a representative of Scouts Australia, as determined by the Chief Commissioner.
- Act as a key member of the National Team and contribute to the broader Scouts Australia strategy.
- Undertake other projects or functions from time to time, as a member of the National Team, as agreed with the Chief Commissioner.



Managing Relationships

- Actively interrelate with youth councils and teams to ensure effective youth involvement in the development of the Youth Program.
- Relate directly to the Branch Youth Program Commissioners on Youth Program matters, in consultation with and providing information to, the relevant Branch Chief Commissioners.
- Be available as a reference person for Branch Chief Commissioners in the selection of Branch Youth Program Commissioners.
- Work collaboratively with the Commissioner for Transformation and relevant teams to support the implementation of the new Youth Program.
- Maintain a close working relationship with the National Commissioner Adult Training & Development, to enhance Youth Program Development.
- Support the functions of the National International Commissioner by promoting Interstate and International contacts for *Scouts* and liaise with the National International Commissioner to up-date selection criteria for youth and young adult members applying to attend interstate or overseas events.

Process Improvement

- Direct and facilitate National Youth Program Committees or Task Forces, such as major reviews, including promotion of the Youth Program as the key element of Scouting in Australia.

Compliance and Procedures

- Prepare and manage the annual National Youth Program budget.
- Ensure that National Youth Program activities are evaluated and documented.
- Comply with relevant internal processes, compliance and any legislative requirements.
- Attend required National Meetings (including but not limited to):
 - National Operations Committee, three times a year
 - National Executive Committee, three times a year in conjunction with the Operations Committee
 - National Team meetings, three times a year
 - National Training Committee, two times a year
 - National Youth Council
 - National Rover Council
 - National Major Youth Events

Some of these meetings are held virtually while others require face-to-face attendance



STRATEGIC RESPONSIBILITIES

Growth	Youth Program	People	Brand	Process
Leadership Governance Resources	Fun Challenging Adventurous Inclusive	Leadership Training Skills	Recognised Respected	Plan Do Review
Key Performance Measures¹				
<i>Enable the growth in the membership of the youth sections across Australia.</i>	<i>Support the transition to the new youth program</i> <i>Manage and develop the new Youth Program after the implementation phase.</i>		<i>Deliver a program that is recognised by government and the wider community as contemporary and meeting the needs of 21st century Australia.</i>	
Criteria of the World Organisation of the Scout Movement (WOSM) Global Support Assessment Tool (GSAT) monitored on behalf of the Chief Commissioner of Australia¹				
D02	D08	D06	D01	D07
D03			D04	D10
D09			D05	

¹ To be agreed with Chief Commissioner of Australia



PERSONAL REQUIREMENTS

Behavioural Capabilities

- Outstanding communication, consultation, engagement and management skills.
- Highly developed skills in guiding, influencing and developing relationships of a diverse stakeholder base, in particular in a volunteer environment and be able to enthuse and inspire people in the achievement of tasks and goals.
- A high level of personal motivation/organisation and the ability to innovate and be creative in achieving desired outcomes.
- Develop and use a network of internal and external relationships to help deliver the strategy and business plan.
- Respectful towards youth members and their opinions and have the ability to advocate on their behalf.

Knowledge/Qualifications/Experience

- An unequivocal belief in the Purpose, Principles, Promise, Law and Method of Scouts Australia.
- Knowledge of, and enthusiasm for, the new Youth Program.
- Well-developed interpersonal and team leadership skills.
- The willingness and capacity to devote considerable time to the Association.
- Highly effective written and oral communication skills.
- A good working knowledge of the Youth Program including its Purpose and Method plus the diverse range of activities supporting the program.
- Competent in, or at least a reasonable working knowledge of, youth and adult learning styles and principles.
- Experience leading in Scouting at Branch and/or National level. Hold a Leader of Adults Woodbadge or be willing to complete within 12 months of appointment.
- Experience managing and leading adults and the ability to work inter-generationally with all members of Scouting and the wider community.
- Knowledge and experience in strategy execution.
- Qualifications in education and/or management would be highly regarded.
- Essential e-Learning module training completed for 'Child Safe Scouting' and 'WH&S and Scouting'.

Technology Capabilities

- A sound understanding of the use of various information and communications technologies, including cloud-based solutions to achieve the outcomes of the program.