



## SCOUTS AUSTRALIA

### ROLE DESCRIPTION: NATIONAL ADVISER - DIVERSITY & INCLUSION

Role Title	National Adviser – Diversity & Inclusion
Business Unit	National Sustainability Team, National Youth Program Team
Reports to	Assistant National Commissioner – Sustainability
Role Level	Uniform role, National Adviser 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

The World Organisation of the Scout Movement (WOSM) has committed to the United Nations Sustainability Development Goals (SDGs) and, as a National Scouting Organisation, Scouts Australia has a responsibility to embed these into our youth program and training, and to ensure, as an organisation, we support the success of the SDGs through our practices.

#### ROLE OBJECTIVE

The National Adviser –Diversity & Inclusion (NADI) will:

- Assist in the setting of Scouts Australia Strategic plan and vision as it pertains to Diversity & Inclusion and the SDGs;
- Assist the Assistant National Commissioner – Sustainability (ANCS) to develop, coordinate and assume responsibility for policies, procedures, methods and practices in Australia in relation to Sustainability and the SDGs, with a focus on diversity and inclusion;
- Assist in the development of the National Sustainability Team’s projects, and other National Team projects, that enable achievable goals and well communicated plans in relation to Diversity & Inclusion and Sustainability;
- Support the ANCS to advocate for the SDGs within and outside of Scouting, and support the development of a more sustainable Scouts Australia; and
- Support the development of material to educate youth and Adults in Scouting of the importance of the SDGs and their support of the Youth Program, focussing on welcoming diversity and seeking inclusion in Scouting.

#### KEY STAKEHOLDERS

- Assistant National Commissioner – Sustainability
- National Sustainability Team (ANCS, NADI, National Adviser – Environment)
- National Diversity & Inclusion Team
- Branch Diversity & Inclusion Commissioners/Teams
- National/Branch Youth Councils
- National Teams (including Commissioners, Youth Program and Training)



- National Support Team
- Partner Organisations

## ROLE RESPONSIBILITIES

The National Adviser – Diversity & Inclusion will support the Assistant National Commissioner – Sustainability in delivering on (but not limited to) the following key areas:

- Increasing awareness of, and engagement in, the diversity and inclusion aspects of sustainability within Scouts Australia;
- Ensuring the Youth Program is aligned successfully against the SDGs and the currency of this alignment is maintained;
- Informing and advocating within Scouts Australia and in the community on topics/issues relating to the diversity and inclusion;
- Ensuring our Youth Program meets the community and government expectations on sustainability;
- Educating the organisation program teams of changes in the diversity and inclusion space;
- Supporting the National Sustainability Team to ensure the WOSM Better World framework is embedded in the Youth Program;
- Assisting the National Commissioner Adult Training & Development to ensure Adult Training is aligned to the Youth Program in terms of diversity and inclusion, and the currency of this alignment is maintained;
- Maintaining and developing National partnerships with other diversity and inclusion focused organisations, as well as encouraging successful local partnerships;
- Working with Branch Diversity & Inclusion Teams to provide support materials for the current and future Youth Program, and embedding sustainable practices within the Branches;
- Supporting Branches of Scouts Australia and the National Team as required/requested, including researching/workshopping and developing tools for creating a more sustainable Scouts Australia; and
- Attending required National Meetings (including, but not limited to):
  - Face to Face National Diversity & Inclusion Team, one meeting per year
  - Online National Diversity & Inclusion Team, four – six meetings per year
  - Face to Face National Youth Program Team (representing the ANCS at one per year as requested)
  - Online National Youth Program Team (representing the ANCS at monthly meetings when requested)
  - Other Face to Face meetings as required, one – two per year

The National Adviser – Diversity & Inclusion is responsible for continuing to support and develop the National Diversity & Inclusion team, as well as supporting other teams and initiatives established in the Branches or by the National Operations Committee or National Youth Program Team as requested.

All costs associated with the role must be contained within the Sustainability sub-dissection of the National Youth Program budget and expenses are to be approved by the NCYP. The National Adviser – Diversity & Inclusion will support the ANCS to produce an annual budget for the Sustainability portfolio, for endorsement by the NCYP.

This is a new role; this role statement will evolve during the inaugural appointment, in line with the needs of the Sustainability portfolio, its team and their primary objectives.



## STRATEGIC RESPONSIBILITIES

- Successful organisation and management of Diversity & Inclusion and delegated Youth Program projects;
- Represent the ANCS at meetings and functions as required;
- Assist in the development of 21st Century communication structures to both promote and support Diversity & Inclusion (and wider Sustainability and Youth program) initiatives;
- Supporting the ANCS in the coordination of the Diversity & Inclusion aspects of the Scouts Australia Strategic Plan;
- Promotion of Youth Program and Diversity & Inclusion initiatives; and
- Undertake other projects and responsibilities as negotiated with the ANCS.

Growth	Youth Program	People	Brand	Process
Leadership Governance Resources	Fun Challenging Adventurous Inclusive	Leadership Training Skills	Recognised Respected	Plan Do Review
<b>Key Performance Measures<sup>1</sup></b>				
<b><i>Criteria of the World Organisation of the Scout Movement (WOSM) Global Support Assessment Tool (GSAT) monitored on behalf of the Chief Commissioner of Australia<sup>2</sup></i></b>				
D02	D08	D06	D01	D07
D03			D04	D10
D09			D05	

## PERSONAL REQUIREMENTS

### Specific Skills Required

- Professional qualifications and/or experience in the diversity and inclusion space is highly valuable, including a commitment to welcoming diversity and ensuring scouting is inclusive;
- Demonstrated strong interpersonal skills;
- Demonstrated organisational and administrative skills;

<sup>1</sup> To be agreed with Assistant National Commissioner – Sustainability

<sup>2</sup> To be agreed with Chief Commissioner of Australia



- High-level ICT skills in relation to online communication, collaboration and data management;
- The ability to achieve results through collaboration and teamwork; and
- Ability to work both independently and as a part of a team (spread across the country) to achieve negotiated goals within set timeframes
- Hold a Leader of Adults Woodbadge, or undertake to complete within 12 months of appointment.

### **Generic Skills Required**

- Commitment to the Aims and Principles of Scouting
- A leader of people
- Team person
- Ability to inspire others
- A good listener and communicator
- A positive and “can do” attitude
- Knowledge of all sections of Scouting and the national structure of the organisation
- Commitment to serving young people
- Accepts responsibility and being held accountable