



SCOUTS AUSTRALIA - ROLE DESCRIPTION

DEPUTY NATIONAL COMMISSIONER ADULT TRAINING & DEVELOPMENT

Role title	Deputy National Commissioner Adult Training & Development
Business unit	National Team
Reports to	National Commissioner Adult Training & Development
Role level	Uniform role, Deputy National Commissioner Rank, volunteer position
Appointment	The appointment is for a fixed term of up to 3 years or until the appointee reaches their thirtieth birthday whichever occurs sooner.

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.

OBJECTIVE

The aim of Scouting is to encourage the spiritual, physical, intellectual, emotional, social and character development of young people to enable them to become resilient, self-confident and responsible citizens.

This is achieved through an active, adventure-based program, which develops initiative, teamwork and leadership skills so young Australians can attain their full potential, both as individuals and members of their local, national and international communities.

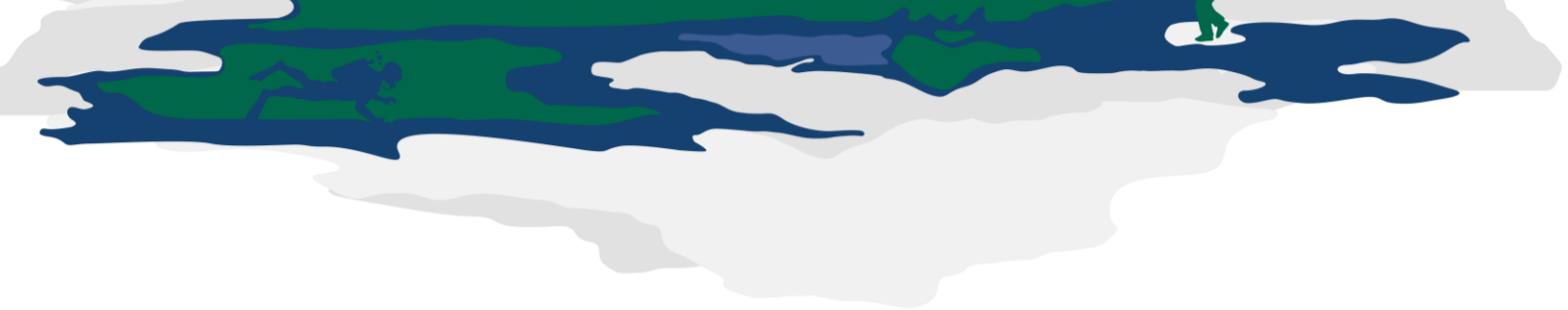
This role is intended to provide a development opportunity at a National level for a young adult member.

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 approximately 50,000 are youth members or young adults with the remainder being older adults supporting the delivery of the program.

ROLE OBJECTIVE

The Scout Association of Australia is responsible for designing and operating a national curriculum for the training and development of Adults in all functions and at all levels. The curriculum, operating as a system, includes the acquisition and development of the knowledge and skills necessary for each function and the personal development of Adults. It is flexible and allows for previous experience and skills to be evaluated and allows for the acquisition of additional skills and knowledge.

The Adult Training and Development (ATD) program is specially designed for Australian Adults in Scouting and Australian conditions. It complies with the objectives of the World Organisation of the Scout Movement



(WOSM). This program includes the integration of the new Leader, basic, advanced and supplementary training and support for the duration of the appointment and other key non-uniformed roles.

The program offers a blend of both self-paced “e-learning” education and face-to-face training interventions which are sequentially positioned in the development of the Adult.

Some components of the ATD program are (also) offered to youth members and participation in the program may potentially lead to more formal qualifications through the Scout Australia Institute of Training, a Registered Training Organisation, operated by Scouts Australia (refer <https://scouts.com.au/members/training/qualifications/> for more specific details).

A National Team of Trainers, Assessors, Instructors and Branch appointed Guides and Personal Leader Advisers support the implementation and evaluation of the ATD program.

Reporting to the National Commissioner Adult Training & Development, the Deputy National Commissioner for Adult Training & Development will work closely with National and Senior Branch members (including the Principal of SAIT) and employees to ensure:

- the integrity of the curriculum is maintained Nationally and that a plan is in place to assure its sustainability,
- regular benchmarking to WOSM standards for compliance purposes occurs
- appropriate staffing is provided within Branches of Scouts Australia to meet the needs and demands of the Association,
- an appropriate continuous improvement framework is fostered, including the review of existing and development of new training material, Training Policies and resource materials and
- all administrative support processes and platforms are in place and fit for purpose.

At all times this position will demonstrate behaviours in accordance with Scouts Australia aim, principles and Association values and will adhere to the Adult Code of Ethics and Code of Conduct.



KEY STAKEHOLDERS

- National Team Members
- National Operations and National Executive Committees
- National Training Committee
- SAIT Board of Management
- Senior Branch Commissioner Teams
- National Office employees
- Deputy Chief Commissioner (Under 30), Deputy National Commissioners, and National Rover Council Chair

ROLE RESPONSIBILITIES

Delight Stakeholders

- Adopt a pro-active and flexible approach to stakeholders at all times
- Support & collaborate with the cohort of Under 30 members of the National Team

People Leadership

- Build the ATD story with a focus on the Leader of Youth curriculum.
- Support the development of National Training Appointments.
- Support the National Training Committee.
- Support the strategic direction of the National Adventurous Activities Committee.

Association Values and Culture

- At all times, demonstrating behaviours in accordance with the Associations Scout Method 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

- Deliver a quality curriculum that ensures ATD delivers relevant and first class adult (and where appropriate youth) education programs as defined by the needs of the Youth Program.
- Explore opportunities to expand the Leader of Youth curriculum, both as core and elective units, to enhance ability of Leaders to work with youth members with special needs.
- Actively contribute to the broader Scouts Australia strategy.
- Attend National and International meetings / conferences as required.

Managing Relationships

- Proactively manage stakeholder relationships, especially the close affiliation with Deputy National Commissioner for Youth Program.
- Develop and support relevant Scouts Australia Branch Commissioner Teams aligned to ATD to ensure a strong level of understanding and a high standard of achievement.
- Take responsibility for the ATD offering in the Leader of Youth curriculum
- Identify mutually beneficial partnerships with like-minded organisations, as applicable.

Process Improvement

- Drive a process of continuous improvement to ensure that ATD remains at the forefront of adult education in Scouting both locally and on a global Scouting basis.
- Explore and present business case to implement alternative forms of training delivery and engagement such as virtual classrooms or other communities of practice.

Compliance and Procedures

- Comply with relevant internal processes, compliance and any legislative requirements.
- Assist with the coordination and facilitation of policies and procedures to enable ATD delivery across Australia.
- Assist with an ongoing governance structure that is relevant and timely to the needs of ATD.
- Identify areas of risk/potential issues/ problems and put forward plans to manage and control these to achieve workable solutions.

STRATEGIC RESPONSIBILITIES

Growth Leadership Governance Resources	Youth Program Fun Challenging Adventurous Inclusive	People Leadership Training Skills	Brand Recognised Respected	Process Plan Do Review
Key Performance Measures				
<p>Enable the growth in the membership of adults across Australia.</p> <p>Ensure sufficiently Resourced training programs to deliver the program.</p> <p>Appropriate policies that ensures consistency and a high standard of training delivery</p>	<p>Support the transition to the new youth program</p>	<p>Manage and develop the ATD Program to grow leader of youth capacities of Scouting in Australia</p>	<p>Deliver an ATD program that is recognised by the wider community as contemporary and meeting the needs of 21st century Australia.</p>	<p>Ensure that a continuous improvement framework exists to enhance the ATD offering</p>
Criteria of the World Organisation of the Scout Movement (WOSM) Global Support Assessment Tool (GSAT) monitored on behalf of the Chief Commissioner of Australia:				
D02	D08	D06	D01	D07
D03			D04	D10
D09			D05	



KEY SELECTION CRITERIA/PERSONAL REQUIREMENTS

Behavioural Capabilities

- Outstanding communication and management skills.
- Highly developed skills in guiding, influencing and developing relationships of a diverse stakeholder base.
- Developing and using a network of internal and external relationships to help deliver the strategy.
- Clearly conveying information and ideas through a variety of media to individuals and groups in a manner that engages the audience and helps them understand and retain the message.

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.
- Minimum 3 years' leadership experience in Scouting with at least 2 years operating at a Branch or Region level.
- VET Sector experience is desirable
- Experience working with diverse groups of people to deliver results.
- Understanding of change management concepts, methodologies and practices.
- Degree qualified (in a relevant discipline, i.e. Education, Training, HR, and Management) is desirable.
- Eligible for appointment as an ALT or willing to attain eligibility within 12 months of appointment
- Hold a Wood Badge and/or be willing to complete Leader of Adults advanced level training within 12 months of appointment.

Technology Capabilities

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