

SCOUTS AUSTRALIA - ROLE DESCRIPTION

NATIONAL COMMISSIONER

YOUTH PROGRAM

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| **Role title** | National Commissioner Youth Program |
| **Business unit** | National Team |
| **Reports to** | Chief Commissioner of Australia |
| **Direct reports** | Deputy National Commissioner, Youth Program  3 x Assistant National Commissioners, Youth Program  3 x National Advisors, Youth Program  Program Support Lead, National Support Team |
| **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.* | |

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| 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.

Scouting is the largest non-formal educational youth organisation in the World with over 57 million members. In Australia, Scouting has a membership of approximately 70,000, of which approximately 50,000 are youth members, with the remainder being adults supporting the delivery of the program.

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| ROLE OBJECTIVE |

The National Commissioner Youth Program serves as a key leadership figure within Scouts Australia, responsible for guiding and enhancing the youth program at the National level. Their role involves:

1. **Program Development:** Collaborating with various stakeholders to develop and enhance the youth program, ensuring it aligns with the organisation's values, goals, and the evolving needs of young people.
2. **Quality Assurance:** Monitoring and evaluating the effectiveness of the youth program to maintain high standards of quality and relevance. This may involve reviewing curriculum, training materials, and program activities.
3. **Leadership and Support:** Providing leadership and support to National and State program teams, offering guidance on best practices and strategies for effective program implementation.
4. **Stakeholder Engagement:** Building and maintaining relationships with internal and external stakeholders, including our Branches, their members and community partners, to strengthen the overall youth program.
5. **Innovation and Adaptation:** Keeping abreast of educational and developmental trends, as well as emerging challenges faced by young people, and recommending how these might be incorporated via innovative approaches into the youth program.

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 for Youth Program will work closely with National, Senior Branch volunteers and employees to ensure:

* ongoing development and review of the Scouts Australia Youth Program resources and platforms to ensure they remain contemporary, relevant and meet the needs of the members
* Scouts Australia Youth Program complies with the governing World Organisation of the Scout Movement (WOSM) Youth Programme policies
* Scouts Australia polices, procedures and documents to support Australian Scouting Youth Events are reviewed regularly and implemented for all Tier 1 and 2 Events across the nation
* appropriate Youth Program staffing/volunteers are appointed within Branches of Scouts Australia to meet regularly to form a National Committee

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.

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| KEY STAKEHOLDERS |

* National Team Members
* National Operations and National Executive Committees
* National Youth Program Team
* National International Commissioner of Australia and Team
* National Adult Training & Development Commissioner and National Training Committee (NTC)
* National Rover Council
* Senior Branch Commissioner Teams
* National Office employees
* DEPT (formally known as Two Bulls)

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| ROLE RESPONSIBILITIES |

**Delight Stakeholders**

* Adopt a pro-active and flexible approach to stakeholders at all times.
* Periodically visit Tier 1 and 2 Australian Scouting Youth Events as a key representative of Scouts Australia.

**People Leadership**

* + Collaboratively support and mentor the Program Support Lead / Staff working in the National office alongside the National General Manager.
  + Actively support and mentor the volunteer Program Commissioner Team (Deputy and Assistant Commissioners).
  + Lead the National Youth Program Committee.
  + Participate as an active member of the National Team and National Operations 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**

* Develop and review resources to support the delivery of a quality Youth Program that meets the needs of youth members across the nation.’
* Liaise with National Commissioner Adult Training and Development to ensure that the ATD curriculum supports and is aligned to the intended Educational Outcomes of Youth Program.
* Liaise with National Commissioner International to ensure Youth Program principles are embedded into International events and contingents.
* Actively contribute to the broader Scouts Australia strategy.
* Continue to promote the benefits of Youth Program internally and externally.
* Attend National and International meetings / conferences as required.

**Managing Relationships**

* Proactively manage stakeholder relationships, especially the close affiliation with the National Commissioner Adult Training and Development.
* Develop and support relevant Branch Teams aligned to Youth Program to ensure a strong level of understanding and a high standard of achievement.
* Take overall responsibility for the Youth Program delivery and review.
* Identify mutually beneficial partnerships with like-minded organisations, as applicable.

**Process Improvement**

* Drive a process of continuous improvement to ensure that Youth Program remains contemporary and relevant to members.
* Explore ways to improve Educational Outcomes of Youth Program, and non-formal Education.

**Compliance and Procedures**

* Comply with relevant internal processes, compliance and any legislative requirements.
  + Coordinate and facilitate the development of policies and procedures to enable Youth Program delivery across Australia.
  + Monitor and regularly report on the performance of Youth Program to the National Operations Committee.
  + Maintain an ongoing governance structure that is relevant and timely to the needs of Youth Program.
  + Identify areas of risk/potential issues/ problems and put plans in place to manage and control these to achieve workable solutions.

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| STRATEGIC RESPONSIBILITIES |

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| **Make delivering our youth program easier and more impactful** | | **Build the recruitment and retention machine to grow our movement** | **Reshape a contemporary volunteer model that drives Scouting** | | | **Unlock and steer resources to future-proof our mission** | | **Transform the organisational support of our movement** | |
| **Key Performance Measures** | | | | | | | | | |
| *An increase in youth members working through their milestones, indicating a strong delivery of the youth leading, adults supporting element of the Scout Method.* | *Increase in retention across section transitions for youth members across Australia.* | | |  | | | *Deliver a Youth Program that is recognised by Government and the wider community as contemporary and meeting the needs of our modern day volunteers and youth members.* | | *Work with the National General Manager and the National Commissioner Adult Training & Development to review and deliver a youth program support structure that is fit for purpose for the current youth program.* |
| ***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* | |  |

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| 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 Youth Program.
* Well-developed interpersonal and team leadership skills.
* The willingness and capacity to devote considerable time to the Association.
* Minimum 6 years’ leadership experience in Scouting with at least 3 years operating at a National, Branch, Region, or District level.
* 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.
* Hold a Wood Badge and/or be willing to complete Scouting Leadership training within 12 months of appointment.

**Technology Capabilities**

* A sound understanding of the use of various information and communications technologies, to achieve the outcomes of the Youth Program.
* A sound understanding of the electronic Youth Program platform/s used to record Achievement Pathways and complete Programming.