



## SCOUTS AUSTRALIA - ROLE DESCRIPTION

### DEPUTY CHIEF COMMISSIONER OF AUSTRALIA

<b>Role title</b>	Deputy Chief Commissioner of Australia – Under 30
<b>Business unit</b>	National Team
<b>Reports to</b>	Chief Commissioner of Australia
<b>Role level</b>	Uniform role, National Commissioner Rank, volunteer position
<b>Length of appointment</b>	Under 30 at the time of appointment, with the appointment finishing at the person’s 30 <sup>th</sup> birthday or after 3 years, whichever is sooner. No possibility for a 3 year + 3 year appointment.

*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 purpose of the Scout Movement is to contribute to the education of young people in achieving their full physical, intellectual, emotional, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

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.

Our vision for the next ten years (2023-2033) is for a “vibrant and growing Scouting movement contributing to more resilient young Australians and communities” delivered through three platforms of:

- a vibrant and growing movement
- an impactful and relevant educational youth program
- more resilient young Australians and communities

This, we do, through a commitment, not just in 2033 but now, for Scouting to be safe and accessible to all young people, offering a youth program that is Adventurous, Fun, Challenging and Inclusive

Scouting is the largest non-formal educational youth organisation in the World with over 55 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

Scouts Australia is one of over 175 members of the World Organisation of the Scout Movement (WOSM).

Reporting to the Chief Commissioner of Australia the Deputy Chief Commissioner will in conjunction with and in a “shared leadership capacity” ensure the effective and efficient running of the organisation.

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

A key compliance requirement of the role is for the nominee to:

- hold current membership of a Branch of Scouts Australia and to maintain that membership throughout their tenure unqualified
- have had a National Police check and agreed to any further check as required from time to time
- hold a current Working With Childrens/Vulnerable Persons check in the Branch of which they are a member and have agreed to maintain this check throughout the tenure of their role
- have completed and passed all mandatory training with a commitment to renew successfully every two years
- have completed the “Working in a Child Safe Environment” skill set (CHCSS00146) or equivalent as and when it is superseded

## KEY STAKEHOLDERS

- National Team Members
- National Appointments
- Branch Chief Commissioners
- National Executive Committee
- National Operations Committee
- Chair of the National Executive Committee
- National General Manager

## ROLE RESPONSIBILITIES

### Delight Stakeholders

- Adopt a pro-active and flexible approach to stakeholders at all times
- Support & collaborate with stakeholders

### People Leadership

- Provide strong, inspirational leadership and build a team of successful youth and adult volunteers capable of developing the Movement in Australia.
- Work with the volunteers of the Association’s Branches to implement policies and programs agreed to by the National Association.
- Provide direction to the professional staff of the National Association to achieve the role objective
- Represent Scouts Australia at functions and meetings at both National and International Level as required.



## Values

- Demonstrate role modelling behaviours which are aligned with Scouts Australia's Code of Conduct, Code of Ethics and Adults in Scouting Policy.
- Demonstrate respect and equity to all.
- Demonstrate collaboration, consultation and a one team approach

## Strategy and Operational Management

- An unequivocal belief in the Mission, Values and Fundamental Principles, of the Scout Movement and be, or be prepared to become a uniformed adult member of the Association.
- An ability to relate with youth and adults and be able to effectively connect with the greater non-Scouting public and community in a way that progresses the Scouting message, direction and image.
- Actively contribute to the broader Scouts Australia strategy development.
- Represent Scouts Australia at selected international events, conferences and forums on behalf of the Chief Commissioner of Australia.

## Managing Relationships

- Proactively manage stakeholder relationships, especially close collaboration with the Chief Commissioner of Australia, Chair of the NEC, the National General Manager and the National Commissioners.
- Develop and manage mutually beneficial partnerships with like-minded organisations, as applicable.
- Identify and develop strategic partnerships with Business, Government and the broader Volunteer Sector

## Compliance and Procedures

- Comply with relevant internal processes, compliance and any legislative requirements.
- Identify areas of risk/potential issues/ problems and put plans in place to manage and control these to achieve workable solutions.

## FUNCTIONAL RESPONSIBILITIES

- Attend meetings with the delegation of the Chief Commissioner of Australia of various National Committees.
- Participate and contribute (with full voting rights) to the meetings of the:
  - Chief Commissioners' Council
  - National Operations Committee
  - National Team Meeting
- Be willing to act as the Chief Commissioner of Australia during longer absences of the incumbent, unless otherwise agreed
- Receive all minutes of all Councils, Committees and Meetings normally received by the Chief Commissioner of Australia with authority / delegation to act on same as if the Chief Commissioner of Australia unless otherwise advised
- Shall have the authority to endorse products on behalf of the Chief Commissioner of Australia

## KEY SELECTION CRITERIA/PERSONAL REQUIREMENTS

- Demonstrated success in executive leadership including leading and managing significant organizational change in an organisation.
- Experience in working with youth members and adult volunteers to achieve their goals, including nurturing the contribution of young people in leadership and decision making.
- Demonstrated core values, including collaborative and consultative teamwork, respect and care for individuals, inclusiveness, and a commitment to diversity, innovation and creativity.
- Highly effective verbal and written communication skills (including associated use of ICT) with the ability to communicate with the media, the wider community, Government and the business community.
- Demonstrated competence in strategic planning, financial management, and policy development in the context of governance and management of an organization.
- Knowledge of contemporary HR practices and understanding of how adults learn.
- An understanding and compliance to rules and regulations governing an organization like Scouts Australia including child security and protection and health and safety.

#### **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 would be highly regarded.
- Experience working with diverse groups of people to deliver results.
- Understanding of change management concepts, methodologies and practices.
- Qualification in a relevant discipline (i.e. Education, Training, HR, and Management) would be highly regarded – A Diploma or higher in Leadership would be well regarded.
- Hold a Wood Badge and/or be willing to complete the required Program Support Leader training to achieve the Wood Badge within 12 months of appointment.

#### **Technology Capabilities**

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