

**SCOUTS AUSTRALIA**  
**ROLE DESCRIPTION: CHIEF COMMISSIONER OF AUSTRALIA**

<b>Role title</b>	<b>Chief Commissioner of Australia</b>
<b>Business unit</b>	<b>National Team</b>
<b>Reports to</b>	<b>National Executive Committee (NEC)</b>
<b>Role level</b>	<b>Uniform role, Rank – Chief Commissioner rank, volunteer position</b>

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

#### **ROLE OBJECTIVE**

To provide creative, inspirational, and effective leadership, building a team capable of achieving the Movement's strategic goals.

#### **OVERVIEW**

The Chief Commissioner is appointed by the Chief Scout of Australia on the recommendation of the National Executive Committee (NEC).

The Chief Commissioner is accountable to the NEC and works in conjunction with the Chair of the NEC and National General Manager for the operational success of Scouts Australia. The position of Chief Commissioner of Australia is voluntary. However, the role is supported by an agreed annual expense budget.

The initial term is for three years, with an optional second three-year term at the discretion of the National Executive Committee and upon the request of the candidate.

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

Scouts Australia is one of more than 175 National Scout Organisations of the World Organisation of the Scout Movement (WOSM). Scouts Australia is a not-for-profit organisation, regulated under the Australian Charities and Not-for-profits Commission (ACNC).

The purpose of Scouting 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 a program that is adventurous, fun, challenging and inclusive. This 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 operates in all states and territories, delivering its programs through a network of almost 1600 Scout Groups, to a total membership of 48,000 youth, supported by 19,000 leaders and supporters.

The program is designed for all youth aged from 5-25 years of age. It is broken down into five sections: Joey Scouts (5-7), Cub Scouts (8-10), Scouts (10-14), Venturer Scouts (14-17) and Rover Scouts (18-25).

Leadership and personal development are major features of the program. Each successive section delegates a greater proportion of the leadership, decision-making and management of the program to its youth members under the guidance and support of trained adult leaders in accordance with the Program design.

Adults are supported through an Adult Training and Development curriculum and other support structures to ensure all aspects of the program are available for youth.

### KEY SELECTION CRITERIA

- Demonstrated success in organizational leadership, with an ability to manage the performance of multiple teams, people, and projects.
- Understanding of the way that young people today feel, see and think about the world.
- Experience working with youth members and adult volunteers to achieve their goals, including nurturing and advocating the contribution of young people in national 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).
- Willingness and ability to be a relatable role model for young people in Scouting and Australia more broadly.
- An ability to marshal the organisation's resources towards its strategic goals, particularly drawing the skills and knowledge of others in Scouting.
- An understanding of the regulatory framework that applies to Scouts Australia and its branches, including child protection and health and safety.
- Ability to manage internal stakeholder dynamics, where stakeholders may have conflicting goals but must engage in collective decision-making and execution.

In addition to these selection criteria, it is essential that the successful candidate:

- is able to obtain a National Police Clearance check and the relevant Working with Children clearance (or equivalent depending on local legislation)
- be willing to complete the current child safe skill set (VET) within 12 months of appointment.
- has an unequivocal belief in the mission, values and principles of Scouting, and is (or is willing to become) a uniformed adult member.

- is able to devote a reasonable amount of time (say 10-20 hours average) each week to Scouting. This is an active leadership and management role, but noting that the incumbent has significant ability to structure the National Team and paid staff supports to manage their workload.

## ROLE RESPONSIBILITIES

### Leadership:

- Provide creative, inspirational, and effective leadership, building a team capable of achieving the Movement's purpose.
- Champion the strategic vision for Scouting in Australia.
- Work with the leadership of the Association's state and territory Branches to identify, plan, and implement initiatives to achieve the Association's strategic plan and goals.
- In conjunction with the National Chair and National General Manager, ensure the smooth and efficient running of the organisation.
- Appoint and lead a team of volunteer National Commissioners, Advisers and Coordinators to achieve the purpose and strategy of the Association.
- Represent Scouts Australia at functions and meetings of senior government and community officials at both National and International Level.

### Youth Program:

The National Team that the CCoA leads is responsible for:

- Ensuring Scouting continues to remain a youth led organisation supported by passionate and committed adult volunteers.
- Ensuring policies and programs of World Organization of the Scout Movement (WOSM) are fit for purpose, embedded and delivered across the Association.
- Ensuring the Youth Program is of the highest quality and meets the needs of youth members and is effectively supported through Branches by enthusiastic leaders.
- Ensuring the Adult Training and Development program supports the Youth Program and all National Policies including Child Protection and Workplace Health & Safety (WHS).

### Planning:

- In conjunction with the National Executive Committee (NEC), the NEC Chair, and the National General Manager, lead the implementation of a relevant parts of the Association's strategic plan.
- Ensure that the National Team and National Operations Committee develops and executes operational plans to support the endorsed strategic objectives.
- Initiate a collaborative approach across the Association in the sharing of resources and the development of policies and procedures.
- In conjunction with the National Operations Committee, develop and implement plans for the growth of Scouting in Australia.

### **Advocacy of Scouting and Youth Issues in Australia:**

- Promote the Scout Movement in the wider community by networking and making strategic alliances with other community volunteer organisations.
- Contribute to Scouts Australia’s proactive advocacy on youth issues at all levels of government and to the community.

### **Values:**

- Demonstrate role modelling behaviours which are aligned with Scouts Australia’s Code of Conduct, Code of Ethics and Adults in Scouting Policy.
- Lead by example with a highly consultative, open, and collaborative approach in all matters.
- Demonstrate respect and equity to all.

### **Governance:**

- Lead the formation, adherence to, and maintenance of National Policy and Rules as delegated from the NEC.
- Report to the NEC on performance of the National Team and Association, measured against the allocated strategic and operational plans and the challenges, targets and projects for the coming year.
- Report annually to the National Council and the Australian community on the performance of the Association.
- Undertake or delegate appropriate conflict resolution in accordance with Policy and Rules.

## **MEETING COMMITMENTS**

The Chief Commissioner chairs or participates in a number of critical meetings for the Association. The Chairing and attendance at these meetings may be delegated to other members of the National Team at the direction of the Chief Commissioner.

These meetings are predominantly held in a virtual/hybrid manner, although some of these committees still have one or two face-to-face meetings each year.

Meeting	Role	Annual frequency
National Executive Committee	Member	5x
National Operations Committee	Chair	4x
National Team	Chair	4x
Finance Sub-Committee	Member	4x
Chief Commissioners’ Council	Chair	4x

**The Chief Commissioner will also be required to:**

- Represent Scouts Australia at selected international events, meetings, conferences and forums, including World and Asia-Pacific Region Scout Conferences, Education Forums, and Senior Leaders Forums.
- Regularly meet with direct reports (members of the National Team) and project teams as required.
- Attend or delegate attendance at meetings of the National Training Committee, National Adults in Scouting Committee, Youth Program Team, and International Team meetings as required.
- Visit (or delegate attendance) to Branches on a regular basis, on the invitation of the Branch Chief Commissioner.