



Scouts ACT
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Be Prepared...
for new adventure!

POSITION DESCRIPTION

TITLE: Assistant Chief Commissioner, Youth Program

RESPONSIBLE TO: Deputy Chief Commissioner, Program

REPORTING AND RELATIONSHIPS AND TENURE:

The Assistant Chief Commissioner, Youth Program reports to the Deputy Chief Commissioner, Program. There are five (5) direct reports to this position.

1. Branch Commissioner, Adventure Begins
 2. Branch Commissioner, Milestones and Peak Awards
 3. Branch Commissioner, OAS
 4. Branch Commissioner, SIA
 5. Branch Commissioner, Gang Show
- The initial term is for up to three years.
 - The term is subject to performance outcomes and achievements relevant to the Individual Adult Volunteer Plan, which is reviewed annually.
 - It is expected that an annual Individual Adult Volunteer Plan will be completed, discussed and agreed with the Assistant Chief Commissioner, Youth Program.

PURPOSE OF THE POSITION

The Assistant Chief Commissioner, Youth Program will support leaders in delivering the Scout Program with a particular focus on leading the Branch Commissioners involved in the youth Program. Encourage the effective delivery and training and support to leaders across the Branch in all sections of the program.

RESPONSIBILITIES AND DUTIES

While carrying out the responsibilities of the role, The Assistant Chief Commissioner, Youth Program will always uphold the purpose, principles and values of Scouts Australia, will adhere to the Adult Code of Conduct and Code of Ethics, will abide by WOSM, National and Branch policies and will behave in accordance with the Scout Law and Promise. Importantly, The Assistant Chief Commissioner, Youth Program will comply with, and ensure the implementation of all applicable legislative and statutory regulations pertaining to delivery of the Youth Program.

The Assistant Chief Commissioner, Youth Program will:

1. Lead and manage the Branch Commissioners involved in delivering support to leaders across the Branch in a coordinated approach.
2. Lead and manage the Branch Commissioners to deliver training and advice to leaders in a variety of modes to support the delivery of the youth program.
3. Coordinate and lead required meetings/training sessions with timely notice, agendas and minutes on the portfolio content.
4. Ensure Scouts ACT website/communication/calendar information that relates to the The Assistant Chief Commissioner, Youth program portfolio and outcomes is correct and reviewed regularly.
5. Organise and promote effective record keeping systems.



6. Take an active role in meetings requiring Branch Commissioner involvement.
7. Maintain ongoing training.
8. Undertake other functions and tasks deemed relevant to the role that may arise from time to time.
9. Encourage the effective delivery of both specific and wider aspects of the Scouting Program.
10. Support the 'Youth leading, Adult supporting' philosophy of Scouts Australia and ensure that youth members are involved and empowered within the portfolio and encouraged and supported in leadership opportunities.

KEY SELECTION CRITERIA

Qualifications

- Hold or achieve a Program Support Leader Wood Badge or be prepared to do so within 12 months of appointment.

Knowledge and Experience

- Sound knowledge of all aspects of Youth Program; Scout Method, SPICES, Terrain, and Introduction to Section and Advancement planning, OAS and SIA development
- Sound, evidence-based judgement and accountable decision-making.
- Proven track record of working hard with a strong results orientation.
- Proven, successful record of effective collaboration and teamwork among adults and a diverse range of stakeholders.
- Experience managing projects.

Skills

- Be able to lead, communicate with, and motivate adult Leaders.
- Demonstrate planning and delegation skills.
- Demonstrate child protection, risk management, work health and safety (WHS) and Scoutsafe skills.
- Proven ability to work with youth members.
- Maintain confidentiality.

Attitude

- Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout Method in delivering the program utilising the Areas of Personal Growth.
- Show enthusiasm and commitment towards the importance of activities and the 'out' in Scouting.
- Be inclusive in Leadership style encouraging teams to excel.

HOW TO APPLY

To apply to be **The Assistant Chief Commissioner, Youth Program** please lodge an expression of interest by emailing **Felicity McNeice** aacyp@scoutsact.com.au

Please provide a statement addressing the selection criteria and explain why you would like to be **The Assistant Chief Commissioner, Youth Program**.

Please include the following:

- Cover Letter that covers Name, Email Address
- No more than 2 pages that address the position you are applying for and your ideas for the role..
- Resume

Applications close: