

# SCOUTS ACT

## CHIEF COMMISSIONER

### POSITION DESCRIPTION & SELECTION CRITERIA

Term of appointment: July 2019 – June 2022

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#### POSITION DESCRIPTION

The Chief Commissioner is an exciting, senior role in the ACT Branch of Scouts Australia. The Chief Commissioner is responsible for leading the development, presentation and implementation of scouting activities of the Branch. The Chief Commissioner works closely with the Branch President and the Branch Executive Committee, and leads the senior uniformed leadership group, and a small team of employees, to develop and deliver the strategic goals and operational milestones of the Branch.

The implementation of the Youth Program Review (YPR) heralded significant change in the structure and delivery of the Youth Program. Under the leadership of the Chief Commissioner, the ACT Branch commenced a process of change in 2016 in the management and administration of Scouting in the ACT to implement the program, and position the Branch for the future. Sensible adjustment, change and innovation will continue over the next 3 years furthering the Branch along its pathway through implementation of the new Youth Program and into a “business as normal” mode.

The role involves representing and advocating for the ACT Branch locally, and at national and international scouting meetings and events. The position is offered for a 3 year term commencing in July 2019. The role is voluntary and will suit an applicant who is able to devote quality time, both after hours and during some business hours, as required. Direct costs incurred in the undertaking of Chief Commissioner duties are reimbursed or paid by the Branch. Administrative support is provided through the Scouts ACT Branch office.

#### SELECTION CRITERIA

##### 1. Organisational Leadership Skills and Ability

The applicant shall have a demonstrated record of leadership in Scouting or community organisations. Scouting experience shall be highly regarded although is not essential to the role. Lack of Scouting experience could be off-set, for example, by service in other youth organisations.

##### 2. Scouting Values and Culture

The applicant shall demonstrate behaviours in accordance with the Scout Association’s Method and Values.

##### 3. People Leadership

The applicant shall demonstrate highly developed leadership capabilities consistent with the position’s responsibilities at both the ACT and national levels. This will involve development and support of a senior leadership team committed to the full implementation of the Youth Program and associated organisational changes.

The applicant shall demonstrate abilities to foster, mentor and coach younger people into senior leadership positions in a timely manner.

The applicant shall demonstrate the ability to provide pastoral care, professional development of self and others.

##### 4. Strategy and Operational Management

The applicant shall demonstrate a thorough understanding of strategic planning and organisational change management principles and processes. Professional or practical experience in these areas will be well regarded.

The applicant shall be able to operate as a member of the Scouts Australia national team simultaneously with leading the ACT Branch.

#### **5. Stakeholder Engagement**

The applicant shall demonstrate a highly developed understanding of stakeholder engagement and communications and demonstrate a pro-active and flexible approach to stakeholders at all times.

#### **6. Process Improvement**

The applicant shall demonstrate an ability to drive a process of continuous improvement in all aspects of the operation and management of the ACT Branch.

#### **7. Compliance and Procedures**

The applicant shall be expected to understand and comply with all relevant internal processes, external compliance and any legislative requirements pertaining to the operations of Scouting in the ACT.

#### **8. Key Performance Indicators (to be agreed)**

- 1.
- 2.
- 3.

### **Personal Attributes**

1. Outstanding communication and management skills.
2. Persons of any gender, age group, ethnicity, or religious persuasion are eligible to apply for the position.
3. The applicant shall be an Australian citizen.
4. The applicant shall hold, or be eligible to attain, an ACT 'Working with Vulnerable People Card'.
5. The applicant shall hold, or be eligible to attain, membership of the ACT Branch and the Scouting qualifications required of a Chief Commissioner.

### **TO APPLY**

Enquiries may be addressed to Jackie Stenhouse, Chair of the Nominating Committee, Branch Executive Committee (M: 0411 151 375 or email [bec.recruitment@scoutsact.com.au](mailto:bec.recruitment@scoutsact.com.au)).

Detailed written applications should be addressed to:

Chair of the Nominating Committee  
Scouts Australia ACT Branch  
89 Kitchener Street  
GARRAN ACT 2605

Or submitted by email to: [bec.recruitment@scoutsact.com.au](mailto:bec.recruitment@scoutsact.com.au)

Applications will close on Tuesday 30 April 2019.

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