



# POSITION DESCRIPTION

## Regional Chief Commissioner

Voluntary Position  
v2020 02 02

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.

Scouts WA is a child safe organisation with zero-tolerance for any harm, abuse or neglect.  
Scouts WA values the diversity of our members, including gender, sexuality, race, religion and ability.

Scouting focuses on youth members fully engaging with the program by supporting and managing those in adult and youth leadership roles.

<b>Role Objective</b>	<p>This role is responsible for managing and overseeing the specific portfolio area of one of the operational Regions of Scouts WA.</p> <p>This role leads a team to ensure that Districts, and through them, Scout Groups, are supported, ensuring quality program delivery in the Scout Group; the base unit of the organisation.</p> <p>This role is responsible for the effective management and support of Scout Groups. This role is a senior management role and sits on the Branch Leadership Team.</p>
<b>Role Responsibilities</b>	<ul style="list-style-type: none"> <li>• Leads / manages teams of adults (Region Commissioners, District Commissioners) in the Region</li> <li>• Develops their team through the Adult Development Plan process</li> <li>• Participates in meetings (including representation of the Region at meetings)</li> <li>• Contributes to the Branch Strategic Plan formation/ implementation/ monitoring</li> <li>• Supports Districts and Scout Groups</li> <li>• Represents Scouting in the wider community</li> <li>• Liaises with Deputy Chief Commissioners</li> <li>• Advises the Chief Commissioner on the health of Scouting in local areas</li> <li>• Deputises for the Chief Commissioner, as required</li> <li>• Formulates and implements a Region Plan</li> <li>• Chairs meetings</li> </ul>
<b>Personal Attributes</b>	<p><u>Attitude</u></p> <ul style="list-style-type: none"> <li>• Have enthusiasm for the Vision, Aim, and Principles of Scouting</li> <li>• Be a good role model to Youth and Adult Members</li> <li>• Commit to participate in ongoing professional development</li> <li>• Have enthusiasm for the One Program continuum</li> <li>• Have enthusiasm for the Youth Leading Adults Supporting concept</li> <li>• Adhere to the Scouts Australia Code of Ethics and Conduct</li> </ul> <p><u>Skills</u></p> <ul style="list-style-type: none"> <li>• Be able to communicate efficiently</li> <li>• Be able to speak in public such as at awards presentations or meetings</li> <li>• Be able to motivate, build, and lead teams effectively</li> <li>• Be able to manage people effectively</li> <li>• Be able to mediate conflict, carry out investigations and make recommendations</li> <li>• Be able to write reports</li> <li>• Be able to use the Microsoft Office suite</li> </ul> <p><u>Knowledge</u></p> <ul style="list-style-type: none"> <li>• Understand and be able to use MyScout (the Scouts WA membership database)</li> <li>• Understand and commit to the Scout Promise and Law</li> <li>• Understand the Youth Program</li> </ul>
<b>Qualifications and Experience</b>	<ul style="list-style-type: none"> <li>• Have a Wood Badge in Leader of Adults, or to attain within 12 months</li> <li>• Have experience in a management role</li> <li>• Meet the requirements for membership of the Branch</li> </ul>



## SPECIFIC DUTIES STATEMENT

### Regional Chief Commissioner [Perth North Region]

v2022 02 02

<b>Overview of Role</b>	The Regional Chief Commissioner leads the Regional Support Team which guides and supports the growth and performance of Scout Groups within their Region. They liaise with the other Branch Support Teams to meet the needs of Members within the Region, to ensure that the Program is implemented to a high standard, as well as providing support in areas of Training and Operations.
<b>Key Stakeholders</b>	<p><b>Reports To</b></p> <ul style="list-style-type: none"> <li>• Branch Chief Commissioner</li> </ul> <p><b>Works Alongside</b></p> <ul style="list-style-type: none"> <li>• Branch Leadership Team – Other Regional Chief Commissioners, Deputy Chief Commissioners</li> <li>• Scouts WA Administration Staff</li> <li>• External stakeholders in community</li> </ul> <p><b>Roles that report to this role</b></p> <ul style="list-style-type: none"> <li>• Deputy Regional Chief Commissioners</li> <li>• District Commissioners</li> </ul>
<b>Specific Role Responsibilities</b>	<ul style="list-style-type: none"> <li>• Creation of a Regional Plan</li> <li>• Creation of a recruitment and growth plan for the region</li> <li>• Appointment of vacant District Commissioner positions</li> <li>• Appointment of Deputy Regional Chief Commissioners</li> <li>• Oversight of the Regional Equipment Storage facility</li> <li>• Work with the District Commissioners to produce Community Engagement Reports</li> </ul>
<b>Required Meetings</b>	<ul style="list-style-type: none"> <li>• Branch Leadership Team</li> <li>• Region Patrol (or equivalent)</li> <li>• Scouts WA Annual General Meeting</li> <li>• There may be Branch functions or local events you may be invited to.</li> </ul>
<b>Key Performance Indicators</b>	<ul style="list-style-type: none"> <li>• <i>To be discussed upon appointment</i></li> </ul>
<b>Acceptance of Role</b>	I have read and discussed the Regional Chief Commissioner Position Description and Specific Duties Statement with my formation Leader and accept the appointment.