

The Role of a State Commissioner

Purpose

This document is intended to supplement specific State Commissioner (SC) position descriptions. It provides generic information about the responsibilities, characteristics and accountability of SCs. Applicants for SC positions should make themselves familiar with the contents of this document.

Each SC will own a clearly defined **Area of Responsibility (AoR)**.

Section 1: State Commissioner responsibilities

While carrying out the responsibilities of the role, the SC will at all times uphold the purpose, principles and values of Scouts Australia, will adhere to the Adult Code of Conduct, will abide by WOSM, National and State policies and will behave in accordance with the Scout Law and Promise. Importantly, the SC will comply with all applicable legislative and statutory regulations. The SC will appreciate the importance of appointment reviews.

It is the goal of the Chief Commissioner and Board of Directors that Scouts NSW develops a culture of openness, inclusiveness, genuine teamwork and mutual assistance. All positions, from the Chief Commissioner down, including the SC positions, will be both responsible and accountable for the generation and maintenance of this culture. The SC must work with the Region Commissioners to propagate this culture throughout Scouts NSW.

As a SC, you will assist a mentor (a Deputy Chief Commissioner, Assistant Chief Commissioner, or their equivalent) in five areas:

Operational leadership

- Contribute to achievement of the goals of your AoR, through the development of:
 - a program of initiatives
 - a schedule of milestones.
- Embody, in all actions and statements, the culture of openness, inclusiveness, genuine teamwork and mutual assistance.

Collaborative teamwork

- Take responsibility for the effective teamwork of all volunteers with roles in your AoR.
- Adopt a positive and flexible approach in dealings with others.
- Work responsively, thoughtfully and supportively with Group Leaders in all Regions.

Operational excellence

- Help Regions, Districts or Groups to set goals and time frames for local activities in support of your AoR.
- Collaborate with State and Region teams to provide resources and assistance for local activities in support of your AoR.

Prudent business management

- Consider, in all planning, the impact of changes on the role of Group Leaders – marshal their time and energies efficiently and effectively.
- Recognise and act upon the need to build consensus and shared goals at all levels of Scouts NSW, through dialogue and regular face-to-face contact.

Productive performance measurement

- Develop, monitor, share and be responsible for a set of SMART performance metrics (agreed with your mentor) that will show progress towards the goals of your AoR.
- Be rigorous, honest and timely in the measurement and reporting of performance against the goals of your AoR.

Section 2: State Commissioner competency and personal attributes

The following characteristics of competency and personal attributes are inherent in the selection criteria specified for each SC position.

Competence

Ability to motivate both Youth and Adult members.

Ability to regularly communicate information and ideas with both clarity and brevity.

Personal attributes

Uncompromised commitment to live by the Scout Promise and Law.

A reputation for putting the needs of Youth first.

Receptiveness to constructive criticism, a willingness to learn from experience, and a preparedness to change.

Section 3: State Commissioner performance indicators

The SC performance indicators correspond to the five areas of responsibility of the role, and will be considered during annual reviews.

Operational leadership	Achievement of the goals of your AoR.
Collaborative teamwork	Positive feedback from peers and other Members.
Operational excellence	Continuous improvement in processes and systems.
Prudent business management	Sufficient early warning of any potential shortfalls within your AoR and contingency plans prepared in each case.
Productive performance measurement	Consistent and credible demonstration of progress throughout your appointment.