



Position Description

Title:	State Commissioner Activity Centres
Short form:	SC AC
Reporting to:	Assistant Chief Commissioner State Activities, Fellowships & Bases
Reports:	SL Heritage, SL Activities (SWASH), SL Activities (Armory)/Manager
Liaison:	SC AAT, RCs Activities, Scouts NSW Professional staff
Tenure:	3 years, reviewed annually.

Purpose of the position

The State Commissioner Adventurous Activity Centres is a volunteer member reporting to the Assistant Chief Commissioner State Activities, Fellowships and Bases.

The role directly oversees the operations, reporting, budgeting, compliance and strategic direction of standalone, volunteer led Scouts NSW Activity bases, such as State Water Activities Centre at Woolwich (SWASH), Belfield Memorabilia Centre, and Newington Armory Scout Museum. Further, this role will liaise extensively with professional Scouts NSW staff, to ensure alignment with wider Activity Centre goals and offerings, for example Cataract, Baden Powell Scout Centre, and Alpine Activity Centre.

SWASH – Support and develop the volunteer team and operations at the Woolwich Water Activities Centre, creating stronger links with wider Scouting Activities stakeholders and clients.

BELFIELD – Support the volunteer work of Scout Heritage, through the collection, cataloguing, curation and preservation of Scouting memorabilia.

NEWINGTON ARMORY – Support the volunteers running the Scout Museum and Activities at the Armory, with a focus on portraying a vibrant and positive public face of Scouting.

The overarching goal is to establish and/or align with a consistent quality of offering at all Activity Centres for the benefit of Scouts NSW members, particularly meeting the goals of the Youth Programme, and promoting Scouting to the wider community.

You will need to ensure a proactive working relationship with Youth Programme and Activities stakeholders to maximise knowledge of Activity Centres and increase visitation from Scouting membership.

Responsibilities and duties

While carrying out the responsibilities of the role, the SC AC will always 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 AC will comply with, and ensure the implementation of all applicable legislative and statutory regulations.

The SC AC will help facilitate quality curriculums that ensure that Activity Centres deliver relevant and first-class adult and youth development and education programs as defined by the needs of the Youth Programme. The SC AC will be proactive in relation to the Youth Programme Review and its implementation.

It is the goal of the Chief Commissioner, the DCC Team, and the Board of Directors that Scouts NSW develops a culture of openness, inclusiveness, genuine teamwork and mutual assistance. All senior positions, including SC positions, will be both responsible and accountable for the generation and maintenance of this culture.

Further background information about the responsibilities of the SC AC position is available from the Assistant Chief Commissioner State Activities, Fellowships and Bases.

Selection criteria

You are invited to establish your claim to the position based on eight essential criteria, as well as mandatory qualifications:

Skills and Personal Attributes

- Proven record of accomplishment of, or demonstrable capacity for, leadership and effective implementation of organisational change.
- Ability to develop creative and innovative ideas for improving activity participation.
- Proven ability to promote ideas, concepts and information to a wide body of clients and stakeholders.
- Sound, evidence-based judgement and accountable decision making.
- Ability to work with a diverse range of stakeholders.
- Proven, successful record of accomplishment of effective teamwork among adults.
- Proven record of accomplishment of proactive and results orientation.
- Enthusiasm for the new strategic direction of Scouts NSW, including the Strategic Plan 2019-2021 and the Chief Commissioner's seven Strategic Priorities.
- An appropriate fit with the positive and enabling culture of Scouts NSW.

Knowledge and Experience

- Sound knowledge of budgeting, management and corporate governance principles.
- Sound knowledge of 'The Adventure Begins' content, and New Youth Programme direction.
- Demonstrated experience with needs analysis and programme development.
- Experience with museums and/or collections management would be highly regarded.

Qualifications

- Minimum 1 years' Leader of Adults experience in Scouting with at least 1 year operating at a Senior State or Region level, or equivalent.
- A willingness to complete any requisite training as required for the position and hold a Wood Badge.

Accountability

This position is strategically important to Scouts NSW. A strong achievement orientation is required. The SC AC will be assessed on the results they achieve. Assessment will include formal annual performance reviews. The strategic performance indicators that apply to this position include:

- Develop site specific strategic plans for purpose, process and goals for Belfield, Armory and SWASH sites.
- Implement separated baseline metrics across Belfield, Armory and SWASH – visitation rates, budgets, youth programme outcomes (ie badgework completion, qualifications), volunteer hours and then set and meet annual targets.
- Regular engagement with Venturers, Rovers, and Leaders across NSW to ensure maximum knowledge in Scouting of Activity Centres.
- Alignment with other State Activity Centres in Scouts NSW, ie big picture goals, overarching themes, marketing and links.

For further information and background, please contact the ACC SAFB for further information.