

SCOUTS AUSTRALIA (VICTORIAN BRANCH)

ROLE DESCRIPTION

Patrol Leader - Operations

Mafeking Rover Park Management Group



Title	Patrol Leader - Operations
Reports to	Chairman – Mafeking Rover Park
Measurement	Membership, Quality and Participation.

This is a voluntary position.

Scouts Victoria is a Child Safe organisation. Scouts Victoria is inclusive of all, regardless of gender, sexuality, race, religion, or abilities and does not tolerate any form of harm, abuse or neglect.

The Mafeking Rover Park Management Group seeks a Rover to join the committee to fulfil the role of **Patrol Leader - Operations**, this role is open to all Rovers currently registered within Victoria who have an interest in fulfilling the role.

The Patrol Leader – Operations oversees a patrol of people who's responsible for managing the day-to-day operations of the park and infrastructure. The Patrol Leader is responsible for the following roles:

- Assistant Patrol Leader – Operations
- Infrastructure Maintenance Officer
- Fire Prevention Officer
- Network Administrator

Scouts Victoria aims for best practice while meeting obligations to Scouts Australia (National), Asia-Pacific Region of WOSM (APR) and World / WOSM (The World Organisation of the Scouting Movement).

PRIMARY RESPONSIBILITIES

1. Patrol Objectives/Outcomes

- Maintain and develop high-quality facilities for Rovers and hirers to use
- Develop fire safety and management plans for a large rural property
- Oversees management and maintenance of buildings and infrastructure
- Perform small projects to uplift the park
- Maintain a list of Working Bee task sheets and help Coordinate the Monthly Working bees
- Maintain a list of contractors that can be engaged to help support the park with Earthworks, Building, Electrical, Plumbing, Fencing etc
- Work with the other Patrol Leaders to achieve desirable outcomes

2. Leadership

- Recruit additional non-voting members with relevant skills and experiences as required to fulfil the duties of the Operations Patrol
- Represent the Operations Patrol at Monthly Meetings
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Operations Patrol

3. Support of Staff

- Provide training to staff with the running of the infrastructure at the park





4. Finance

- Responsible for the building maintenance budget
- Source quotes from third parties to assist with duties of patrol

5. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 7 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events
- Advocate for the MRPMG as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the Chairman – Mafeking Rover Park or Victorian Rover Council

ATTITUDE, SKILLS, KNOWLEDGE and QUALIFICATIONS REQUIRED

Attitude

1. Be enthusiastic with a strong commitment to Scouting Principles and the importance of the Scout method in delivering the program
2. Have a commitment towards the importance of activities and the 'out' in Scouting
3. Enthusiasm, positivity and resilience
4. Be inclusive in leadership style encouraging their teams to excel
5. Be respectful of all their team accepting individual differences as a resource
6. Uphold and demonstrate a commitment to the implementation of Child Safe Scouting

Skills

1. Ability to lead, communicate with and motivate youth, young adults and adults
2. Planning and delegation skills
3. Experience in managing a team and resolving people management issues & disputes
4. Demonstrate risk management, work health and safety (WHS) and Scoutsafe skills

Knowledge

1. Have a sound knowledge and strong commitment to the aims, objectives and philosophy of the Scout Movement, its policies and procedures and have a clear understanding of the methods which make it distinctive from other youth organizations

Qualifications

1. The position of Patrol Leader shall be open to current invested Rovers at the time of the AGM
2. Nominee for the position should have 12 months of experience assisting the Management Group

