

SCOUTS AUSTRALIA (VICTORIAN BRANCH)

ROLE DESCRIPTION

Vice-Chairman

Mafeking Rover Park Management Group



Title	Vice-Chairman
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 Victorian Rover Council is seeking a Rover to join the team to fulfil the role of Vice-chairman of the Mafeking Rover Park Management Group. This role is open to all Rovers currently registered within Victoria who have experience on the Mafeking Rover Park Management Group and are interested in leading the Mafeking team for 2021-22.

The Vice-Chairman in conjunction with the Chairman and Patrol Leaders, maintaining the day-to-day running of the Park and future growth. There are great opportunities to leave a significant mark on the Park for the next generation to benefit from.

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. Leadership

- Act as a proxy for the Chairman as requested or appointed
- Assist with coordination and management of monthly working bees
- Lead the coordination of a major event held at Mafeking such as Mafeking Masters or Mafeking Open Day
- Produce an Annual Report one month before the date of the AGM detailing the work done which is relevant to the duties of the Chairman
- Ensure monthly and weekly duties are completed at working bees and hirer events

2. Strategic Plan

- In conjunction with the Chairman, execute works in the Mafeking Rover Park Strategic Plan which outlines the goals for MRPMG for the next five years

3. Support of Bookings Officer

- Maintain longevity with long term bookings and major hirers
- Ensure relationships are maintained and dates are tentatively booked in yearly

4. General

- Attend MRPMG Town Halls
- Provide Agenda Items one week before the monthly Town Halls to the Secretary
- Required to attend 8 of the 10 monthly working bees
- Be an active and visible member of the Team participating in, attending and supporting events



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- 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
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 Vice-Chairman shall be open to current invested Rovers at the time of the AGM
2. Have completed Scouting Essentials and/or Management training, or be willing to complete Scouting Essentials and/or Management training within twelve months
3. Nominee cannot and will not hold another position with the Victorian Rover Council or Subcommittee

