

# District Commissioner

## Volunteer Position Description



<b>Reports to</b>	Deputy Assistant Chief Commissioner Group Support	<b>Short Form Title</b>	DC
<b>Liaison</b>	Assistant Chief Commissioner Group Support Leader Development Officer	<b>Direct Reports</b>	Group Leaders/Leaders in Charge
<b>Meetings</b>	Group Support Team Meeting – Monthly Group Meetings (as required)	<b>Tenure</b>	3 years with a possible 3 year extension

Our program seeks to help develop young people in the areas of personal growth, to help them develop as active citizens involved in their local, national and global communities.

### What is the purpose of my role?

The District Commissioner (DC) is the volunteer manager responsible for the strategic aspects of Group Support in their District, and the increased retention of Youth Members through provision of best possible 'Group Life'. The DC works with members of their team to facilitate the best possible 'Group life' experience for members

### How do I fit in?

The District Commissioner reports to the Deputy Assistant Chief Commissioner Group Support, and works closely with the other members of the Group Support Team, as well as other members of the Branch Leadership Team. This role serves as a crucial link between the District and the broader membership.

### How much time is required?

The time required for this role will vary depending on the specific responsibilities and priorities at any given time. As a volunteer manager within Scouts SA, you can expect to be involved in a wide range of activities and projects which may require a significant time commitment.

## What does my role include?

My Key Responsibilities	Key Activities I will Perform
Provide leadership, guidance and support to the Group Support Team	<ul style="list-style-type: none"><li>Coach, mentor and support the members of the District.</li><li>Facilitate the support required to Groups through a proactive management style that seeks to identify triggers for support and refer opportunities for these support mechanisms to be provided.</li><li>Assist Groups to develop and implement strategic and operational plans.</li></ul>
Evaluating and enhancing volunteer contributions	<ul style="list-style-type: none"><li>Support Group Leaders and District team to develop an Individual Adult Volunteer Plans (IAVP), which includes their training program and review progress throughout the year.</li><li>Conduct three yearly Adult Leader review of GL's and members of the District team and reappoint, reassign or retire.</li><li>Nominate Leaders for Adult Recognition awards, Life Membership and other recognition opportunities.</li><li>Celebrate Leader and Youth achievements, awards and support presentations being made.</li><li>In collaboration with BC People &amp; Culture, use the Branch Grievance Policy and Procedures as a guide to Investigate and settle complaints between members as required.</li></ul>

## What Skills do I require?

### Desirable

- Be inclusive in leadership style encouraging their teams to excel
- Enthusiasm for the strategic direction of Scouts SA
- Demonstrated capacity for excellent communication
- Building strong relationships with everyone involved
- Ability to work independently whilst remaining an integral part of a wider team
- Strong problem-solving and decision-making skills

### Personal Attributes

- Have a solution focused mindset when facing adversity
- Demonstrated commitment to the values and principles of Scouts Australia
- Flexibility and adaptability to changing circumstances

### Training Requirements

- Hold or be prepared to gain a Wood Badge for Program Support Leader
- Up to date with SP Child Safe and SP WHS online training

