



State Leader Activity Systems

Purpose of the position

The **State Leader Activity Systems** is the volunteer member responsible to the State Commissioner Adventurous Activities (SC AA) for:

- Supplying systems development capability into the Adventurous Activity team to improve process automation and systems and obtain data and insights to aid decision making.
- Build relationships with system owners and providers to drive improvement ideas.
- Developing skills as per the mentoring plan agreed upon at the commencement of the appointment.

The **State Leader Activity Systems** is focused on providing adult and youth members with the best possible activity systems.

Reporting and Relationships and Tenure

Direct Reporting Line

The **State Leader Activity Systems** reports to the SC AA.

There are no (0) direct reports to this position

The **State Leader Activity Systems** will liaise closely with other State Leaders as well as the Branch IT Manager.

The initial term is one year, inclusive of a probationary period of three months. No extension period is anticipated. Rather, the **State Leader Activity Systems** will be prepared so they can be considered in the succession plan for relevant State or Region activities lead appointments e.g. Commissioner or State Leader Activities.

The term is subject to performance outcomes and achievements relevant to the Adult Development Plan, which is reviewed annually.

An annual Adult Development Plan must be completed, discussed, and agreed with the SC AA.

Responsibilities and duties

While carrying out the responsibilities of the role, the **State Leader Activity Systems** 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 **State Leader Activity Systems** will comply with, and ensure the implementation of all

applicable legislative and statutory regulations pertaining to the delivery of Adventurous Activities within the Youth Program.

The **State Leader Activity Capability** will:

- Develop, manage, and coordinate the development of Adventurous Activities Systems across the State, under the guidance and mentorship of the SC AA, to:
 - Support District and Region Activity Teams to provide opportunities for members to participate in various activity disciplines
 - Promote innovation and new systems for activities
- Ensure Scouts NSW website information that relates to the activity systems is correct and reviewed regularly
- When possible, assess systems at Region and State events
- Conduct regular two-way communication with local and state leaders on the opportunities for improving systems
- Take an active role in meetings requiring **State Leader Activity Systems** involvement.
- Maintain ongoing training
- Attend to other necessary functions and duties as requested.

The role will require engagement with other Scouts stakeholders. Most contact will be in the evenings and on weekends. Some flexibility will be helpful for addressing urgent matters or major issues.

It is the goal of the Chief Commissioner, the Deputy Chief Commissioners, the Chief Executive Officer and the Board of Directors that Scouts NSW develops a culture of openness, inclusiveness, genuine teamwork, and mutual assistance. All senior positions, including the **State Leader Activity Systems** position, will be both responsible and accountable for the generation and maintenance of this positive culture.

Skills and Personal Attributes

The **State Leader Activity Systems**, as with every member of the State uniformed team, must have a proven capacity to deliver outcomes and be a self-starter with the capacity to work without close supervision.

Essential attributes

- A personal commitment to the Aim and Principles of Scouts Australia, and an ability to convey a positive and constructive image of Scouting and reinforce the fundamental importance of the Scout Promise and Law
- High levels of personal motivation, organisational skills and acceptance of responsibility and accountability for outcomes
- A self-starter with the capacity to work without close supervision, especially in a volunteer environment
- Ability to contribute productively, acting respectfully and with thoughtfulness to all members
- Enthusiasm for the current strategic direction of Scouts NSW

- An appropriate fit with the positive and enabling culture of Scouts NSW.

Desirable attributes

- Wood Badge (advanced adult Leader training) qualified OR having the willingness to undertake training and achieve the qualification within 12 months of appointment to the role
- NSW Appointed Activity Guide or working toward appointment

Key Selection Criteria

The **State Leader Activity Systems** will be required to meet the following three criteria areas.

Knowledge and Experience

- Sound knowledge of the Youth Program
- Sound, evidence-based judgement, and accountable decision-making
- Proven track record of working hard with a strong results orientation
- Proven, successful record of effective collaboration and teamwork among adults and a diverse range of stakeholders

Qualifications

- Minimum one year of experience as a Leader of Adults in Scouting, or track record of success in a similar responsibility area in a professional capacity
- A willingness to complete any required training as required for the position

Accountability

This position is important to Scouts NSW and it is essential that the **State Leader Activity Systems** create the change we want to see. Therefore, a strong achievement orientation is required. The **State Leader Activity Systems** 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:

- Respond in a timely manner to emails
- Undertake regular engagement with youth members and adults in Scouting to assist with optimising activity program outcomes.
- Completing the mentoring plan
- Communicate with Region-based Program Support leads, as/if required

For further information and background, please contact the DCC Youth Program & Support (luke.saunders@nsw.scouts.com.au)

Meetings and Clearances

Meetings

Regular meetings include State Support and Development (SS&D) Conference (three times per year) and Youth Program & Support meetings.

State Leader Activity Systems will be expected to attend monthly State Adventurous Activity Council meetings.

Clearances

Candidates chosen to be interviewed are required to have a current Working with Children Check clearance and have undergone a background check and a National Police Check.

How to apply

Applications must be received on or before midnight on Monday 28 November 2022.

If you know someone who might be the perfect candidate, please encourage them to apply!

Any questions about the role can be directed to the Nominations Committee at State Commissioner Adventurous Activities (SC AA) – Kenton.Jurgs@nsw.scouts.com.au.