

ROLE DESCRIPTION

**Rover Advisor (Planning and Development)
Mafeking Rover Park Committee of Management**

Title	Rover Advisor (Planning and Development)
Reports to	State Commissioner – Rover Support
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.

This is a voluntary position which supports and advises the Scouts Australia – Mafeking Rover Park Committee of Management (MRPCoM) with the Planning and Development aspects of the parks development.

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. Planning and Development

- Oversee all large scale and extended time period tasks that have a 2-5 year outlook
- Oversee all projects over \$1000 (excluding maintenance tasks)
- Help MRPCoM achieve strategic plan targets for implementing new infrastructure including fundraising options and ideas
- Ensure all new infrastructure developments implemented at the Park meet all local government and other relevant authorities' requirements
- After consultation with appropriate members of MRPCoM and other appropriate parties, communicate with the Local Shire – Murrundindi Shire Council in relation to complaints, permits and other property related issues

2. Strategic Plan

- Responsible for the preparation and maintenance of a Mafeking Rover Park Strategic Plan outlining the goals for MRPCoM for the next five years
- Annually review the Strategic Plan with the MRPCoM to ensure it provides relevance to the Rover section



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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
- Forecast usage and hirers of the Mafeking Rover Park for long term projections

4. Provide Quality Advice

- Advise the MRPCoM on Planning and Development initiatives of the Mafeking Rover Park
- Stimulate and foster new initiatives through the existing structures of MRPCoM

5. Deliver Adult Support

- Support Rovers to resolve issues with other stakeholders (Scouting members or the public), other entities, organisations or formations.

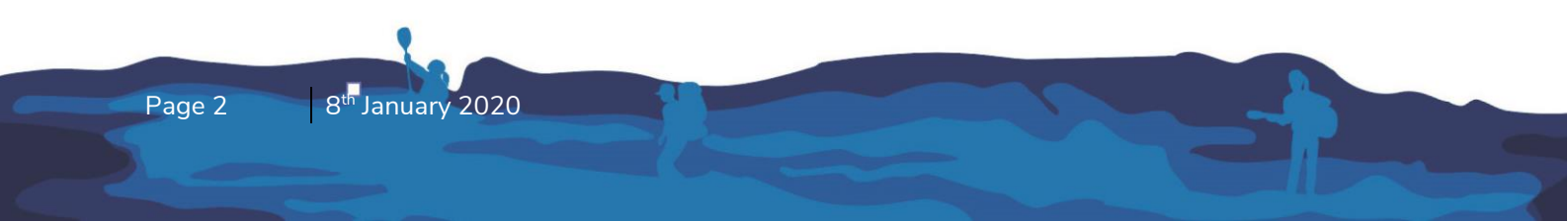
6. General

- Attend MRPCoM meetings and working bees
- Be an active and visible member of the Committee participating in, attending and supporting events
- Advocate for the MRPCoM as required with other members of scouting, promoting and supporting the benefits of the Park
- Other duties as requested by the State Commissioner – Rover Support or Chair MRPCoM

ATTITUDE, SKILLS and KNOWLEDGE 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



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Skills

1. Professional experience with project and/or change management
2. Clear understanding of vision, purpose, new program concepts and Youth Program Review direction
3. Ability to lead, communicate with and motivate youth, young adults and adults
4. Strong understanding of change management and engagement
5. Planning and delegation skills
6. Ability to define data sources to evaluate successful projects and the program implementation against agreed measures
7. Strong mentoring/coaching and team development skills
8. Experience in managing a team and resolving people management issues & disputes
9. Demonstrated understanding of the role and responsibilities of a State Commissioner and a commitment to the role
10. 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
2. Understand and demonstrate the role and responsibilities of an advisor position within the Rover Section.
3. Have completed Advanced Rover Section training, or be willing to complete Rover Section Basic training within twelve months and Advanced Rover Section training within two years of appointment.



SCOUTS AUSTRALIA (VICTORIAN BRANCH)

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