



## Job Description – Functions Statement

### GROUP LEADER

**Responsible:** District Commissioner

#### BROAD OBJECTIVES

- To promote Scouting in the community
- To strongly encourage progression of youth members through ALL sections
- To encourage and support the development of each Leader in the Group.

#### FUNCTIONS

Responsible for the welfare, progress and training of young people within the Group and the development and in due course of a complete Group as defined in *Policy & Rules*.

Develop and maintain a Scout Group to meet the youth needs of the local community.

Ensure trained, competent and committed Leaders adequately staff the Group.

Ensure the training program for young people is delivered in accordance with the program performance standards and safety standards of the Association.

Encourage the effective operation of a Group Committee.

Prepare the Group plan and obtain agreement of the District Commissioner (or equivalent) for its implementation.

Make recommendations and reports as necessary on the granting, transfer and cancellation of (Leader) certificates after receiving advice from the Group Committee.

Assess the performance of all Leaders in the Group as part of managing the staffing function and take necessary action to ensure adequate quality of leadership exists in the Group.

Make recommendations with respect to awards for both uniformed and non uniformed personnel.

Investigate or refer to the District Commissioner (or equivalent) for investigation any disputes between members of the Movement including any appeals by Scouts against dismissal. Any dispute that the Group Leader is directly involved shall be referred to the District Commissioner (or equivalent) for settlement.

Utilise the support and assistance made available to the Group by the Association as set out in the Group Registration Document.

Ensure the Group operates in accordance with the Association's Charter, its Policy and Rules and Administrative Practices as advised from time to time.

Ensure that there is effective communication amongst Leaders of the Group and chair of the Group Council.

Ensure a friendly atmosphere prevails in the Group and that in particular new youth and Leader members and their families are made to feel welcome.

Co-operate with and maintain good relations with other youth organizations in the community, particularly Guides Australia, the Baden Powell Scout Guild and community leaders.

#### REQUIREMENTS

Enthusiastic for Scouting and be able to motivate young people and adults.

Have a strong commitment to Scouting.

Ability to communicate with young people and adults

Be a good manager of people

Be prepared to complete all modules of the Leader of Adults Development Program.

Be prepared to share leadership and development other Leaders.