



SCOUTS AUSTRALIA
(Victorian Branch)



JOB DESCRIPTION FOR ASSISTANT SECTION LEADER

1. PRIMARY RESPONSIBILITIES

- 1.1 Take part in the planning and participate in the running of exciting, challenging weekly and weekend programs which attract new, and retain existing, members
- 1.2 Provide the instruction, assistance and testing of youth members in skills appropriate to the program of the section especially in topics and skills of the Award Scheme.
- 1.3 Enhance the physical, intellectual, social and spiritual and emotional growth and personal development of all youth members by ensuring their participation in interesting programs, the Award Scheme and taking up appropriate Leadership opportunities.
- 1.4 Establish and maintain the operation of the Six /Patrol/ Office Bearer systems of youth leadership in the Section and instruct, guide and encourage them to undertake these responsibilities to ensure the effective functioning of the Section Council.
- 1.5 Publicize the section's activities within the Group and into the local community.
- 1.6 Participate in planning the progression of members into the next section through Group Council by developing an understanding of the operation of adjacent sections
- 1.7 Establish and maintain friendly relationships with parents, involving them, where appropriate, in the activities and explain the principles and the reasons behind the Association programs.
- 1.8 Attend your Group Council, District Training and Pack program planning meetings
- 1.9 Ensure that you and all members of the team of section's leaders and youth helpers have and discharge specific responsibilities in the various aspects of the section program and are involved as an important member of the section Leadership team.
- 1.10 Participate in District and Region run activities provided for the youth of your Section.

2. ACCOUNTABLE TO

- 2.1 Section Leader for implementation of the section's program delivery
- 2.2 Group Leader for completion of training and personal development
- 2.3 District Section Leader for program standards, guidance and expertise

3. PERSONAL REQUIREMENTS

- 3.1 Enthusiasm and have a strong commitment to Scouting Principles and Programme
- 3.2 Ability to communicate and share leadership with other adults
- 3.3 Set a high standard of behaviour through personal example to youth members.
- 3.4 Demonstrated understanding of the role and responsibilities of an Assistant Section Leader and a commitment to that role.
- 3.5 Be able to motivate, communicate and work effectively with your section youth members
- 3.6 Be prepared to complete Basic Training within 3 months.
- 3.7 Be prepared to complete Wood Badge Training within 2 years of appointment