

HAMILTON-WENTWORTH DEPUTY AREA COMMISSIONER – COLONY/PACK/TROOP/COMPANY JOB DESCRIPTION

Accountable to: Area Commissioner

Term: Appointed annually; maximum three years

Time Required: 8 to 10 hours per month

Basic Responsibilities:

- Must be a registered member of Scouts Canada
- Chairs and oversees the Section Service Team
- Ensure support for leaders and accessible to all who need it, when they need it.
- Ensure Service Team follow the principles of Scouts Canada mission, policies and guidelines
- Host regular Service Club meetings.
- Providing information for Hamilton- Wentworth web site and Dispatch related to section Service Team; including team members and their contact information.
- Post minutes from Service Club to the Hamilton-Wentworth web site

Major Duties:

- Oversee, promote and facilitate Service Team activities throughout Hamilton-Wentworth; team to ensure regular visits to groups/sections.
- Support and promote the Child Abuse Prevention procedures.
- Administer and support initiatives, policies and methods of Scouts Canada

Qualifications:

- Knowledge and experience in current Service Team practices.
- Demonstrated leadership, management, problem solving and decision making skills
- Can work well with others in a team setting
- Has proven ability to inspire confidence, team effort and leadership in others
- Expresses self clearly and in a professional manner
- Is innovative

- Has a broad prospective of issues
- Demonstrates a commitment to Scouting Mission, Principles and Practices, the VRAD process, Partner/Sponsor and Group Commissioner concepts through personal development and sound management practices
- Is objective in evaluations
- Accepts responsibility for own actions
- Knowledge of Scouting in Canada and committed to changes being undertaken

Communicates:

- Regularly at Hamilton-Wentworth Commissioners Council meetings
- Regular use of communication networks to facilitate support of leadership team
- Regular contact with the Hamilton-Wentworth Commissioners Council

Goals:

- Build an effective Service Team with members from all sub-areas
- Support the youth leadership team; be accessible to all who need it, when they need it.

January 2012