



It starts with Scouts.

SCOUTS CANADA

POSITION DESCRIPTION

AREA COMMISSIONER

Accountable To: Council Commissioner

Term: Appointed annually by the Council Commissioner. The Area Commissioner shall not hold office for more than three (3) consecutive years.

Time required: 20 to 25 hours per month (on average); potential of 3 - 4 weekends per year.

Scope of Position: The Area Commissioner is responsible for partnering with the Area Youth Commissioner and Area Support Manager to achieve Scouts Canada's strategic goals - Membership Growth, Safe Scouting, Program Quality, Volunteer Support and Group Capacity. Together, the Area Key 3 oversees the implementation of Scouts Canada's 5 Priorities to ensure more young people have the opportunity to engage in great, safe youth led Scouting adventures.

Responsibilities:

In order to be successful, the Area Commissioner needs to be deeply committed to our model of shared leadership - partnering with professionals and young people to make all key decisions for the program side of the Council/Area.

- Ensure the Council/Area Business Plan is consistent with Scouts Canada's Strategic Plan and that the 5 priorities are being achieved.
- Ensure that all Area volunteers receive the support necessary to perform their roles.
- Promote effective communications throughout the Area
- Ensure compliance with all Scouts Canada's Bylaws, Policies and Procedures.
- Represent the Area as a member of the Council Service Team at meetings, conferences and calls, as scheduled.
- Be committed to the implementation of the Canadian Path, with emphasis on the Four Key Elements – Youth Led, Plan- Do-Review, and Adventure and SPICES.

Typical roles and/or responsibilities may include but are not limited to:

Membership Growth

- Provide a climate and an attitude that expects growth and ensure that opportunities for growth are created and provided within the Area.

Area Leadership

- Selectively recruit, appoint and orient Group Commissioners and other volunteers on the Area Service Team.
- Regularly meet with the Group Commissioners as part of the Area Servicing Model to provide in-person support so that they are able to deliver on Scouts Canada's brand promise, the Canadian Path and offer consistently high quality safe programs that exceed the Program Quality Standards.
- Provide feedback to Group Commissioners and Area Service Team members, identify development needs and provide opportunities for further leadership development where required.
- Be a catalyst for youth input and involvement at the Area level and ensure appropriate involvement of youth at all levels of Area operations.

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- Ensure due emphasis is placed on risk management with a focus on member safety including the health and safety of members through compliance with Volunteer Screening Policies set by Scouts Canada.
- Identify/engage external resources as required so that Area initiatives and goals can be achieved.

Volunteer Support Strategy

- Ensure effective in person support is being provided to all volunteers in the Area resulting in achievement of the Volunteer Support Strategy outcomes.
- Ensure that the Volunteer Support Strategy process is effectively managed in each Area.
- Identify the developmental needs of volunteer members within the Area and provide opportunities for appropriate development.
- Be a catalyst for the Outstanding Service and the Milestone Recognition Program for members within the Area.

Communication

- Represent the Area as a member of the Council Service Team and provide monthly reports on the progress of the 5 priorities for the Area.
- Ensure that there is an effective flow of accurate and timely information regarding all Scouting matters, including procedure and policy changes.
- Develop positive working relationships with the Group and Council Commissioners, Scout Volunteers and the community at large within their Area.
- Encourage Section Scouters and Group Committee members to attend Area Scouters' Clubs.

Qualifications

The ideal candidate will have:

- Demonstrated leadership, management, problem solving, delegation and decision making skills;
- Proven ability to inspire confidence, team effort and leadership in others;
- Effective interpersonal and excellent communication skills;
- An upbeat positive attitude that will encourage a climate favourable for growth;
- Modeled positive behaviours appropriate to Scouting;
- A strong Scouting background or equivalent volunteer experience;
- Commitment to undertake development related to their role as Area Commissioner within one year;
- Registered or ability to become an active member of Scouts Canada.