



Job Description:

Chair: National Cub Programme

Role Purpose

To lead, manage and coordinate the effective implementation of the Cub Programme in SCOUTS South Africa (SSA) in accordance with the Constitution, Organizational Rules and Policies.

To ensure that the Cub Programme is regularly updated and relevant.

To represent the interests and views of the Cub Programme Team at Manco.

Functions

1. Manage implementation of the Cub Programme in SSA:
 - a. Coordinate, chair and be responsible for the operation of the National Cub Programme Committee. (Comprises the RTC Cub Programme from each Region)
 - b. Monitor the progress (advancement, interest and involvement) of Cub Members.
 - c. Attend National and Regional Cub Programme events.
 - d. Attend Manco to represent the interests of the Cub Programme.
2. Manage National Cub events and activities:
 - a. Coordinate, monitor, attend and report on Cub Programme activities to Manco.
 - b. Manage budgets (travel, material development, promotional activities and equipment) for National Cub Programme events.
 - c. Perform / implement any project / task / assignment, as required by the Chief Scout or Chief Commissioner.
 - d. Oversee the planning and implementation of National Cub events, such as POW WOW.
3. Monitor training and assessment of standards:
 - a. Manage the training and assessment processes for the Cub Advancement Programme.
 - b. Monitor and improve the standards and processes for Leaping Wolf and other Cub Challenge Awards.
 - c. Control Star Pack evaluations and provide assistance and guidance where necessary to Packs to develop and implement strategies or programme changes to drive more effective programme delivery.
 - d. Contribute to the development and provision of the Training Material for the Adult Support Team for those training modules specifically addressing the Cub Programme and its implementation.

4. Perform a support, supervisory and leadership role:
 - a. Work with The Regional Commissioners to recruit, mentor and monitor the RTC: Cub Programme in each region
 - b. Interpret and apply SSA Policy and Directives related to Cub Programmes.
 - c. Manage the on-going improvement, development and implementation of the Cub Programme.
 - d. Have a meeting with all Regional Team Coordinators: Cubs at least annually, to discuss the successes and challenges in their Region
5. Perform / implement any project / task / assignment, as required by the Chief Commissioner.
6. Have a meeting with the Chief Commissioner at least annually, to discuss the successes and challenges of the Cub Programme

Accountability & Reporting Structure

Report to:	Chief Commissioner
Peers:	Manco Members
Manages:	RTC – Cub Programme
Supports:	Regional Cub Programme Teams

Delegated Power

1. Approval of Leaping Wolf applications and challenge awards.
2. Recommendation on Awards /Submissions/Policy relevant to rank.
3. Recommendation of Appointment of National Cub Team Membership.

Period of Warrant

5 Years renewable for 2 years. Thereafter the Warrant cannot be renewed for the role.

Appointment Procedure

Process as described in the Adult Support Policy.

Other Agreed Tasks

As agreed with the direct report, the candidate will also be responsible for:



be prepared.....