



# **Job Description: Deputy Regional Commissioner: Western Cape**

## **Role Purpose**

To support the Regional Commissioner in the role of being the face of SSA in the Region, and specifically to assist the Regional Commissioner to lead, manage and coordinate the effective support of Scouting in Groups in a Region in accordance with the rules as described in the Organizational Rules and Policies of SSA as revised from time to time.

## **Functions**

### **1. Represent SSA in the Region, as required by the Regional Commissioner.**

- a. Engage with Regional Bodies and Entities for furtherance of SSA's aims.
- b. Promote the prominence, status and visibility of SSA in the Region.

### **2. Assist the Regional Commissioner to coordinate and manage the implementation of Scouting in the Region.**

- a. Manage requests for startup of new groups in towns throughout the region when received.
- b. Interpret and apply SSA policies as related to conduct and involvement of all members in the Region.
- c. Help identify, mentor, develop and appoint leaders to develop and grow SSA within the Region.
- d. Support and assist appointment of teams for Regional events as required.
- e. Provide oversight to key partnerships, activities or projects within the region as agreed with Regional Commissioner
- f. Represent the Region at events and activities on behalf of Regional Commissioner

### **3. Support the Regional Commissioner in ensuring that adult support is strengthened in the Region.**

- a. Monitoring and supporting the RTC AR in the implementation of the Alumni and Rover Programme.
- b. Assessing and evaluating programmes and standards where required.
- c. Oversight of the Regional Awards committee, and review Award nominations

### **4. Monitor the recruitment, appointment and evaluation of Adult Members.**

- a. Monitoring the implementation of the Adult Support Policy.
- b. Support the RTC: Adult Resources as necessary

### **5. Perform a support, supervisory and leadership role as delegated by the Regional Commissioner.**

- a. Monitor and assess projects/ tasks/duties as delegated/assigned to assistants.
- b. Provide guidance and advice to assistants and assess progress achieved.
- c. Attend Regional events (workshops, competitions etc.)
- d. Support Regional Commissioner in ensuring the effective working of Districts.
- e. Monitor the organization of agreed Regional events for the various branches.
- f. Support Regional Commissioner to manage disciplinary processes and decide/mediate on matters where agreement cannot be reached.
- g. Allocation of District boundaries in a Region, in consultation with the Regional Commissioner and District Commissioners.

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6. Perform/implement any project/task/assignment as required by the Regional Commissioner or Manco.

**Accountability and Reporting Structure**

Applicable policies to the Role:

All SSA policies apply to this Role and are utilised in this role.  
Regional Commissioner.  
Regional Commissioners and DRC's  
District Commissioners.

**Report To:**

Peers:

Manages:

Supports

Other Regional team

SGL's in the Region

RTC's and Support Team Members

**Delegated Power**

1. Recommendation on awards/submissions/charges/policy relevant to rank.

**Period of Warrant**

5 years renewable for 3 and then 2 years. Thereafter the Warrant cannot be renewed for the Role.

**Appointment Procedure**

Process as described in Adult Support Policy



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