

POSITION DESCRIPTION



Role Title

Mudbash Past Chairman

ROLE REPORTING INFORMATION

Positions Reporting to this role

Not Applicable

This Role Reports To

Mudbash Chairman

Executive Reporting

Victorian Rover Council Assistant
Chairman

ELIGIBILITY

- The position of Mudbash Past Chairman shall only be open to the Chairman for Mudbash held immediately prior to the current year's event.
- If the same individual has held the position of Chairman for more than one consecutive term, the Chairman of Mudbash held immediately prior to the start of that person's term shall be the Mudbash Past Chairman.

DUTIES AND RESPONSIBILITIES

Prior to Mudbash

- Be an adviser to the Mudbash Chairman and the committee.
- Support the committee in the undertaking of their duties and responsibilities.
- Attend monthly committee meetings.
- Positively promote Mudbash to the Rover Community, Scouting Members and the Public.
- Act on decisions made by the represented rovers at the event forum.
- Work closely with the Mudbash Executive, ensuring that issues arising are dealt with competently and expeditiously.

At Mudbash

- Be a source of expertise in conducting the event.
- Provide support to the Mudbash Committee to ensure that the event is conducted successfully & safely for all participants.
- Working with the Chairman, ensure that all participants observe the rules and regulations of Mafeking Rover Park.
- Attend rostered shifts on time, remaining sober and prepared to undertake the required tasks.
- Communicate effectively, ensuring tasks are identified, planned for, responsibility assigned and executed.

After Mudbash

- Working with the committee, clean up all remnants of the event from Mafeking Rover Park, ensuring all equipment is returned and unused materials are stored for future use.
- Support the Chairman to investigate all incidents that occurred at the event, appropriately reporting the outcomes to VRC and, if required Scouts Victoria.
- Produce an Annual Report by the Mudbash AGM detailing the work done which is relevant to their duties.
- Attend at least one Post Event working bee.

At all times the Past Chairman should conduct themselves in an appropriate manner determined by their level of responsibility, therefore setting an example to the rest of the committee as to the expected level of behaviour & professionalism.

POSITION DESCRIPTION



DESIRED SKILLS

- Leadership
- Conflict Resolution
- Forward Planning and strategy
- Problem Solving
- Interpersonal and relationship building skills
- Communication
- Time Management
- Attention to Detail
- Deadline Management
- Able to work as part of a team to accomplish tasks.
- Occupational Health and Safety risk mitigation & reporting
- Delegation

Feedback

Role Title	Mudbash Past Chairman
Comments	