



Assistant County Commissioner (Explorer Scouts)

- Responsible to:** County Commissioner
(member of the County Programme Team line managed by Deputy County Commissioner (Programme))
- Responsible for:** County Explorer Scout Leaders appointed to assist with the Explorer Scout Section
- Main Contacts:** County Commissioner
County Administrator
Other Assistant County Commissioners
District Commissioners
District Explorer Scout Commissioners
District Explorer Scout Administrators
H.Q. Staff
Other Regional Assistant County Commissioners (Explorer Scouts)
County Duke of Edinburgh Award Advisor
- Job Summary:** To assist the County Commissioner in the support of the Explorer Scout Section in the County, primarily through working with the District Explorer Scout Commissioners and District Commissioners.

Main Tasks:

- Support the District Explorer Scout Commissioners in the execution of their role to support the Explorer Scout Section in the Districts.
- Provide technical support and advice regarding the operation of the Explorer Scout Section and its development throughout the County, primarily through the District Explorer Scout Commissioners.
- Ensure that meetings of District Explorer Scout Commissioners are held to provide support to them by:
 - promoting contact between District Explorer Scout Sections
 - sharing resources (effective use/economy of scale)
 - identifying cross-County needs and provide opportunities for informal training
 - promoting use of the Explorer Scout Section method of operation
 - gathering feedback on the operation of the Explorer Scout Section in the County
 - discussing common issues
- Ensure that suitable and sufficient County activities are arranged to meet identified needs of the Explorer Scout Section within the County

- Ensure that Young People are involved in the management of the Explorer Scout Section
- Participate the settling of annual County Explorer Scout budget figures and ensure its appropriate expenditure
- With District Commissioners and prospective District Explorer Scout Commissioners explore the requirements of the post before appointment
- Represent the Section at Region Assistant County Commissioner (Explorer Scouts) meetings
- Help Assistant District Explorer Scout Commissioners to provide suitable input to Districts when considering and designing a development plan
- Set, action and review personal objectives relating to the functions of the job and in support of the County Development Plan
- Attend County meetings with other Assistant County Commissioners and the County Commissioner to share information and concerns, to report on the above tasks and to participate in the formation of a plan to support Explorer Scouting in the County
- Attend County meetings with District Commissioners to inform them of developments in the Explorer Scout Section, to ascertain their view of the needs of the Explorer Scout Section in the District and to participate in the formation of a County Development Plan