



## Job Description – Functions Statement

### CUB SCOUT LEADER

Responsible to:

Group Leader

**1. BROAD OBJECTIVES.**

- a. To promote Cub Scout activities at Group/local level.
- b. To strongly encourage progression of Cub Scouts into the Scout Troop.
- c. To encourage and facilitate the development of each individual in the Cub Scout Pack.

**a) FUNCTIONS.**

- To ensure the Pack operates in accordance with the Association's Charter, its Policy & Rules and Administrative Practices as advised from time to time.
- Set a high standard of behaviour through personal example and encouragement
- Establish and maintain operation of the Six System in the Pack.
- Encourage, instruct and guide the Sixers and Seconds in their responsibilities.
- Ensure effective functioning of the Pack Council.
- Provide or arrange instruction, assistance and testing of Cub Scouts in skills appropriate to the program of the Pack, especially in topics and skills appropriate to the Award Scheme.
- In cooperation with all Pack Leaders (including Youth Helpers and Associate Leaders) conduct the Pack program including Pack Meetings, weekend and other activities.
- Ensure adequate adult supervision of all activities.
- Establish and maintain friendly relationships with parents, involving them where appropriate, in the Pack activities and also explain to them the principles of Scouting and the reasons behind the program.
- Ensure that all Assistant Cub Scout Leaders, Associate Leaders and Youth Helpers have and discharge specific responsibilities in the various aspects of the Pack Program and involve them as important members of the Leadership team.
- Enhance the personal growth and development physically, intellectually, socially, emotionally and spiritually of the Cub Scouts by encouraging their participation in challenging activities, their progress in the Award Scheme and the taking up of Leadership opportunities.
- Ensure a high degree of cooperation with the Joey Scout and Scout Sections of the Group and encourage all Cub Scouts to progress through all Sections.
- Develop an understanding and knowledge of all Sections of Scouting.
- Support District, Region and Branch activities relevant to the Cub Scout Section.
- Attend and actively participate in the following:
  - Meetings and activities of the Pack.
  - Pack Program planning meetings (Pack Council).
  - Group Council meetings.
  - District training meetings (Seeonee).
  - Other planning meetings at Group, District or Branch as required.
- Ensure that adequate and correct records are kept in relation to Pack membership, finance and equipment.
- Ensure that youth membership details are forwarded to the Scout Section at advancement ceremonies.
- Through Group Council and at other appropriate times as the need arises keep the Group Leader informed of all matters relevant to the Cub Scout Pack.
- Ensure correct administration of Pack activities in accordance with Association and Branch policy.
- Ensure maintenance of Pack equipment.

**3. REQUIREMENTS.**

- Enthusiasm and ability to motivate young people and adults.
- A strong commitment to the Cub Scout Section.
- Ability to communicate with young people and adults.
- Be prepared to complete all modules of the Leader of Youth Development Program.
- Be prepared to share leadership and develop other Leaders.