

# EXECUTIVE BOARD - YOUTH OBSERVER

**Directorate:** Executive Board

**Reporting to:** Executive Producer

**Direct reports:** Nil

## **Role description:**

The SGS Executive Board strongly believes in investing time into the youth of Sunraysia Gang Show (SGS) and providing youth members (Scouting and Guiding) with an opportunity to gain an understanding of the workings of our Show.

The position is for a 15-25 YO youth member to be a Youth Observer on the Executive Board. This position is for a term of up to 12 months or Show season. It is expected that during this time you will spend around 2-3 hours per month as the Youth Observer. The role of the Executive Board is to govern our Show and provide leadership and direction for the Show.

By participating as a Youth Observer, it is hoped that the incumbent will gain valuable experience. This experience will come from exposure to the running of a large community-based Show and will include learning about the roles of the various officers, such as the Director for each SGS departments/teams through observation and discussion. The Board will also expect that your time as a Youth Observer will involve the opportunity to:

- have discussions with each of the members of the Executive Board;
- attend all or parts of Executive Board meetings (or sub-committee meetings) except in the rare instance a matter that is confidential or contentious in nature;
- be photographed with the Executive Board for inclusion in the SGS official Show program and named as being the Executive Board Youth Observer.

This will be an opportunity to add to your communication and leadership skills with senior members of SGS.

From the Executive Board's perspective, it will benefit by gaining first-hand experience into the views of SGS youth on matters relating to the Show, Scouting and Guiding.

The Executive Board meets monthly or as required. These meetings will vary in time but strive to make it approx. 1-1.50 hours. There will also be short 'stand up meetings' during rehearsals on the occasions, where there is an important matter to be resolved or decision to be made. If you cannot attend a meeting, you will be required to let the Executive Director or the Production Director know in advance.

Transport to and from meetings can be organised with Executive Directors, if required.

If the Youth Observer is under the age of 18, confirmation will need to be obtained from your parent or guardian prior to the official appointment.

## **General Responsibilities**

- Must be a current member of Scouts Victoria or Girl Guides Victoria.
- Comply with all Gang Show and relevant Scouting &/or Guiding policies, promise and law and OH&S procedures as specified by the Gang Show Executive.

- Aim for continuous improvement and strive to achieve the Vision set for SGS
- To motivate, encourage and be enthusiastic, so all members can have an enjoyable experience and achieve their personal best.
- Act always as a positive role model of and for Sunraysia Gang Show.
- Encourage and promote the development of all show members.
- Maintain a high standard of professionalism and courtesy towards all show members, respecting the constraints of individual abilities, time and personal circumstances.

### **Specific Responsibilities**

- The Youth Observer will be encouraged to actively participate in discussion and debate during meetings as their views are important to the Executive Board. However, due to the fact that the Youth Observer will not hold the position of Director, they will not have voting rights.
- Acting in accordance of the values of Scouts and Girl Guides is a cornerstone of the Executive Board. The Board places great importance on maintaining strict confidentiality on the occasion that sensitive matters are discussed during the Board Meeting. It is imperative that the Youth Observer understand and adhere to these requirements. If the Youth Observer has any doubt as to whether something should be kept confidential, they are required to check with the relevant Board member or the Executive Producer.
- Any other task or project as agreed to with the Executive Board.