



Group Support Committee Roles

The Group Support Committee (GSC) is the Formation's administration body that manages the Group's resources to fund, maintain, and progress the Scouting program and its facilities. The GSC is responsible to the Group Leader and assists the Group Leader to:

- Recruit, maintain, and support Leaders of all Sections
- Implement the Group Strategic Plan
- Adequately fund the Scout Program at an acceptable cost
- Be fiscally responsible
- Ensure proper records are kept and all funds accounted for
- Provide and maintain equipment in the Q-Store
- Establish good and strong ties with community organisations and its leaders

Expected Commitment

At an absolute minimum, the GSC meets once a month for 2 hours on the second Monday of the month – excluding December and January. From there, the various GSC roles carry different responsibilities and therefore different time commitments. However, generally the GSC aims for approximately 12 hours a month to adequately progress the Group's activities. In recognition as volunteers, however, the GSC is not strictly held accountable to a roster or a quota in terms of hours put into the Group but more compassionately measured in terms of time available for each member. The GSC's members are expected to commit to training to their specific roles, especially its executives, and complete Scouting's mandatory WHS and Child Safety eLearning modules.

How to Be Appointed to the GSC

The Scouts Association's adult membership are appointed by the respective Formation leaders – in this case the Group Leader – to their roles. Without the endorsement of the Group Leader, no member of the GSC can be appointed. In practice, however, the Group Leader appoints new GSC's members based on the advice of the current GSC's membership.

Benefits of the GSC

In joining the GSC, you join a group of likeminded peers, and for the most part, parents that support Scouting activities. We not only aim to make growing the Group fun, but also achieve a sense of accomplishment over the progress of the Group and learn new skills in performing the various roles. The Group also provides a **25% discount**, compounding on existing discounts, for each GSC member's children in the Group for their service.



Role	Description
Chairman	The Chairman is an executive role. The Chairman leads and coordinates the GSC's activities.
Secretary	The Secretary is an executive role. The Secretary performs recordkeeping, minute-taking and provides administrative services to the GSC.
Treasurer	The Treasurer is an executive role. The Treasurer performs the accounting and financial recordkeeping for the GSC.
Quartermaster	The Quartermaster is responsible to the acquisition, maintenance, and the disposal of the Scouting program's equipment such as tents, stoves, and portable lighting. In addition to maintaining an inventory record and tidy storage facilities.
Boatmaster	The Boatmaster is responsible for the acquisition, maintenance, and the disposal of Group's maritime assets such as safety and sail boats. In addition to maintaining an adequate fleet log and implementing a Safety Management System for maritime resources.
Web Master	The Webmaster is responsible for the maintenance of the Group's IT resources and supports Leaders and GSC members with IT troubleshooting. In addition to maintain and improve the Group's website and other online resources.
Tenant Manager	The Tenant Manager is responsible liaising with the Group's financial tenants and hirers to resolves issues, action repairs, or provide access as necessary as the managing agent.
Community Engagement Officer	The Community Engagement Officer is responsible to the Group's local reputation and engagement with the community. In addition to running events for the Group and improving the Scouting brand.
Grants Officer	The Grants Officer is responsible to assisting the operations of the Group through planning, applying, and writing grants from government, business or community grants to fund projects. Also liaises with the Branch Grants Officer.
Maintenance Officer	The Maintenance Officer is responsible for maintaining the Group's buildings and its property to a reasonable standard, maintaining compliance with regulatory requirements.
Media Officer	The Media Officer is responsible for producing or sourcing marketing material for social media, blogs, or newsletters for the Group to promote and improve the Scouting brand