

	Gasóga na hÉireann/Scouting Ireland			
	No.	Issued	Last Amended	Next Review
	SID-CF01	20 th Jan. 2007	10 th March 2018	March 2021
	Category: Campsites and Facilities			
Scouting Ireland – Team Lead Campsite/Facilities				

Related Documents
TOR-SUB11 - Campsites and Facilities Team - Terms of Reference

Revision Schedule		
Revision	Date	Description
D	10/03/2018	Document Revised
C	13/02/2016	Document Revised
B	23/02/2014	Document Revised
A	26/06/2010	Document Revised
#	20/01/2007	Document Issued

The **Team Lead Campsite/Facilities** will chair the Scouting Ireland Campsite and Facilities Sub-committee of Scouting Ireland (to be established as a sub-committee of the National Management Committee (NMC) as per Rule 127).

The Team Lead Campsite/Facilities, together with the Campsites and Facilities Sub-committee, will be responsible for the development and evaluation of campsites and other facilities of Scouting Ireland to support the entire Youth Programme provided by Scouting Ireland.

Term of Office

Appointed by the NMC, and will hold office for a minimum term of 3 years with a maximum of 2 consecutive terms.

Roles

Working with and accountable to the individual members of the National Team for Policy Implementation and Co-ordination (NTPIC) assisting them in their briefs specific to the support of campsites and other facilities, given that the function of the Team Lead Campsite/Facilities is cross functional.

The Team Lead Campsite/Facilities will produce written reports to be reviewed by the members of the NTPIC at meetings of same and copied to the NMC for information purposes.

Key areas of responsibility

- To co-ordinate and if necessary direct the work of the National Camp Chiefs and their Management Teams.
- To liaise with the Centre Managers on all National Scout Centres.
- To convene meetings of the Scouting Ireland Campsites and Facilities Sub-committee.
- To convene meetings of the Scouting Ireland Campsites and Facilities Network Forum [Scout Group Campsite, Scout County Campsite and Scout Province Campsite Chiefs].
- To nominate Camp Chiefs for appointment by the National Management Committee.
- To advise and liaise with Scout Group Campsite, Scout County Campsite and Scout Province Campsite Chiefs in best practice models in management of campsites.
- To promote better quality and standards, with particular reference to health and safety, and to set in place an ongoing review process at all campsites and facilities.
- To monitor ongoing operations and maintenance of all our campsites and programme facilities.
- To assess any proposed development on vested campsites, which will improve the quality and standards at Scouting Ireland campsites and facilities.
- To set up Campsite/Centre Management Committees where required at individual locations.
- To develop, in conjunction with the National Adult Resources Committee, a job specification and a system of training and appointment for all campsite volunteer staff.
- To assess, in conjunction with the relevant Programme Commissioner, any proposed venues for National Activities, which are not Scouting Ireland campsites or facilities.
- To provide and update a Campsite Directory showing the network of campsites and their current contacts.
- To ensure that the 'Campsites and Facilities' link on the Scouts.ie website is maintained and improved.
- To assist with budgets and funding for campsites in conjunction with the National Treasurer.
- To assist in the promotion of Scouting Ireland campsites to attract overseas Scout Groups.

Working with

- All members of the NTPIC
- Campsite Chief's/Scout Centre Managers

- Support Officer for Campsites and Facilities

Accountable to

- NTPIC
- NMC

Time commitment

The time required can be hard to quantify, but it is in line with a volunteer management position.

Formal meetings need to be attended on a regular basis:

- Scouting Ireland Campsites and Facilities Network Forum (Minimum 2 per year).
- NTPIC meetings (as required) must be attended.
- Shall present at minimum once a year to the NMC.
- Other meetings which may arise from time to time.

Time is also required for matters which arise, and must be attended to, in between meetings, and in preparation for meetings, and time is required for the discharge of the duties associated with the Appointment.

Personal Profile

- Membership of Scouting Ireland in accordance with the Rules.
- Should have a full knowledge and understanding of the Aim and policies of Scouting Ireland.