

	Gasóga na hÉireann/Scouting Ireland			
	No.	Issued	Amended	Next Review Date
	SID-MA02	13 th Sept. 2003	11 th Mar. 2017	Mar. 2020
	Category: Membership and Appointments			
National Appointment Descriptions				

Related Documents
SID-99/13 – Selection Procedure National Appointments

Revision Schedule		
Revision	Date	Description
L	11/03/2017	Document Re-numbered and Category Re-allocated. General Consistency Review by the Constitution and Rules Committee.
K	09/07/2016	National Secretary Revised
J	14/05/2016	Programme Commissioner Revised
H	13/02/2016	Honorary Vice President Revised
G	10/10/2015	Document fully revised
F	18/07/2015	Addition of Honorary Vice President
E	27/09/2014	Addition of Programme Commissioner (Youth Empowerment)
D	11/05/2013	Programme Commissioner Revised
C	16/06/2012	Provincial Commissioner Revised
B	25/02/2012	International Commissioner Revised
A	15/05/2011	Communications Commissioner Revised
#	13/09/2003	Document Issued

Table of Contents

Chief Scout	3
Chief Commissioner (Adult Resources).....	5
Chief Commissioner (Youth Programme)	7
National Secretary	9
National Treasurer	12
Chairperson of the National Spiritual/Religious Advisory Panel	14
International Commissioner.....	16
Communications Commissioner	18
Programme Commissioner.....	21
Training Commissioner	25
Honorary Vice President	27

The Job: Chief Scout

Roles & Responsibilities: As Chairperson of the National Council and National Management Committee the Chief Scout is responsible for co-ordinating the activities of Scouting Ireland with the help of the National Team for Policy Implementation and Co-ordination.

- President of Scouting Ireland
- Chairperson of the National Council
- Chairperson of the National Management Committee
- Chairperson of the National Team for Policy Implementation and Co-ordination
- Director of Scouting Ireland
- Director of the Scout Foundation
- Director of the Scout Foundation (NI)
- Director of Irish Scouting Fellowship
- Member of Scouting Ireland Campsites and Facilities CLG

Key areas of responsibility:

- To chair meetings of the National Council.
- To co-ordinate the work of the members of the National Management Committee.
- To co-ordinate the work of the members of the National Team for Policy Implementation and Co-ordination.
- To take on other functions and duties as directed by the National Management Committee.

Nominated by: Group Councils/County Boards/National Management Committee

Elected by: National Council

Term of Office: Three years, may be re-elected for one further term of three years.

Accountable to:

- National Council
- National Management Committee

Working with:

- National Management Committee
- National Team for Policy Implementation and Co-ordination
- The Scout Foundation
- The Scout Foundation (NI)
- The Irish Scouting Fellowship
- Scouting Ireland staff as relevant

Personal Profile:

Should be able to demonstrate

- The ability to provide inspirational leadership & strategic direction for Scouting IrelandWillingness to actively design and contribute to the strategic vision of the Scouting Ireland
- Willingness to take decisions which will further the work of the Scouting Ireland
- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to negotiate agreements
- The ability to construct and implement long-term plans that improve and expand the Scouting offered to young people and identify any training, resources and other needs required to undertake this work
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to communicate (verbally and non-verbally) to a wide variety of audiences
- The ability to lead and manage a team of adult volunteers
- The ability to motivate and enthuse others
- The ability to plan, manage and monitor own tasks and time
- Experience of working in the Scout or Guide Movement in a significant leadership role
- An acceptance of the fundamentals of Scouting
- The willingness to undertake training for the job

The Job: Chief Commissioner (Adult Resources)

Roles & Responsibilities: Primarily responsible for the development and co-ordination of Adult Resources in Scouting Ireland; to build the adult leadership and resources of Scouting Ireland and maintain them at an optimum level at which Scouting Ireland can function and develop effectively.

- Member of the National Council
- May assume chair of National Council when the Chief Scout is not chairing
- Member of the National Management Committee
- Member of the National Team for Policy Implementation and Co-ordination
- Chairperson of the National Adult Resources Committee
- Director of Scouting Ireland
- Member of Scouting Ireland Campsites and Facilities CLG

Key areas of responsibility:

- To chair and co-ordinate the work of the National Adult Resources Committee.
- To deputise for the Chief Scout as required.
- To appoint Programme Scouters, Group Leaders and Deputy Group Leaders in accordance with the Rules.
- To appoint County Commissioners & Deputy County Commissioners in accordance with the Rules.

Nominated by: Group Councils/County Boards/National Management Committee

Elected by: National Council

Term of Office: Three years, may be re-elected for one further term of three years.

Accountable to:

- National Council
- National Management Committee

Working with:

- National Management Committee
- National Team for Policy Implementation and Co-ordination
- National Adult Resources Committee
- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- The ability to provide inspirational leadership & strategic direction for Adult Resource management in Scouting Ireland
- Willingness to actively design and contribute to the strategic vision of Scouting Ireland
- Willingness to take decisions which will further the work of Scouting Ireland
- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to think creatively and solve problems
- The ability to negotiate agreements
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to lead and manage a team of adult volunteers
- The ability to motivate and enthuse others
- The ability to handle and resolve conflict effectively
- A thorough knowledge of Scouting Ireland's Adults in Scouting Policy (SID 96/13) and all other Scouting Ireland adult related policies
- Experience of working in the Scout or Guide Movement in supporting Adult Resource management
- Openness to the ideas and contributions of others, challenging ideas in a firm and diplomatic manner where appropriate, while remaining open to challenge to his/her contributions and ideas
- A patient, approachable and supportive manner with those that they work with
- Willingness to speak one's mind and listen to the views of others
- The ability to maintain independent and objective judgement
- Willingness to actively support Provincial Adult Resource Representatives
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

The Job: Chief Commissioner (Youth Programme)

Roles & Responsibilities: Primarily responsible for the development and production of the Youth Programme offered to the youth members of Scouting Ireland to achieve the Aim of Scouting Ireland through the Scout Method.

- Member of the National Council
- May assume chair of National Council when the Chief Scout is not chairing
- Member of the National Management Committee
- Member of the National Team for Policy Implementation and Co-ordination
- Chairperson of the National Youth Programme Committee
- Director of Scouting Ireland
- Member of Scouting Ireland Campsites and Facilities CLG

Key areas of responsibility:

- To chair and co-ordinate the work of the National Youth Programme Committee.
- To deputise for the Chief Scout as required.

Nominated by: Group Councils/County Boards/National Management Committee

Elected by: National Council

Term of Office: Three years, may be re-elected for one further term of three years.

Accountable to:

- National Council
- National Management Committee

Working with:

- National Management Committee
- National Team for Policy Implementation and Co-ordination
- National Youth Programme Committee
- Scouting Ireland Campsites & Facilities Limited
- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- The ability to provide inspirational leadership & strategic direction for the Youth Programme of Scouting Ireland
- Willingness to actively design and contribute to the strategic vision of Scouting Ireland
- Willingness to take decisions which will further the work of Scouting Ireland

- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to think creatively and solve problems
- The ability to negotiate agreements
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to lead and manage a team of adult volunteers
- The ability to motivate and enthuse others
- The ability to handle and resolve conflict effectively
- A thorough knowledge of all Scouting Ireland's policies in relation to Youth Programme
- Experience of working in the Scout or Guide Movement in supporting Youth Programme development and implementation
- Openness to the ideas and contributions of others, challenging ideas in a firm and diplomatic manner where appropriate, while remaining open to challenge to his/her contributions and ideas
- A patient, approachable and supportive manner with those that they work with
- Willingness to speak one's mind and listen to the views of others
- The ability to maintain independent and objective judgement
- Willingness to actively support Provincial Youth Programme Representatives
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

The Job: **National Secretary**

Roles & Responsibilities: Primarily responsible for all administrative functions of Scouting Ireland including, inter alia, general correspondence of Scouting Ireland, Scouting Ireland membership registers and Scouting Ireland records.

- Secretary of Scouting Ireland
- Secretary of the National Council
- Secretary of the National Management Committee
- Member of the National Team for Policy Implementation and Co-ordination
- Director of Scouting Ireland
- Director of the Scout Foundation
- Director of the Scout Foundation (NI)
- Director of Irish Scouting Fellowship
- Member of Scouting Ireland Campsites and Facilities CLG

Key areas of responsibility:

- To oversee the administrative functions of Scouting Ireland.
- To co-ordinate the National Secretariat and hold Scouting Ireland records and documents.
- To deal with all correspondence of Scouting Ireland, re-directing it as appropriate.
- To advise on the procedures and practices of Scouting Ireland.
- To convene meetings of the National Council and the National Management Committee in accordance with the Constitution and Rules.
- To receive proposals and nominations to be put to the National Council.
- To keep records of meetings of the National Council and the National Management Committee.
- To act jointly with the Chief Executive Officer on the appointment, dismissal and definition of the terms and conditions of service of professional staff when such function is delegated by the National Management Committee.
- To maintain a Register of Members of Scouting Ireland.
- To receive written applications for appeal on decisions relating to the cancellation, withdrawal or suspension of an Appointment or Position or termination of membership and to appoint an Appeals Committee.
- To approve and record Trust Instruments for properties acquired by any Scout Group, Scout County or Scout Province.

- To take on other functions and duties as directed by the National Management Committee.
- To form team(s) to assist with the discharge of his/her duties.

Nominated by: Group Councils/County Boards/National Management Committee

Elected by: National Council

Term of Office: Three years, may be re-elected for one further term of three years.

Accountable to:

- National Council
- National Management Committee

Working with:

- National Management Committee
- The National Secretary's Team
- National Team for Policy Implementation and Co-ordination
- The Scout Foundation
- The Scout Foundation (NI)
- The Irish Scouting Fellowship
- Scouting Ireland Campsites & Facilities Limited
- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- The ability to provide inspirational leadership & strategic direction for administration and governance in Scouting Ireland
- Willingness to actively design and contribute to the strategic vision of Scouting Ireland
- Willingness to take decisions which will further the work of Scouting Ireland
- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- An excellent understanding of the compliance and governance issues relevant to Scouting Ireland and the Charity and Youth Work Sector
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to think creatively and solve problems
- The ability to negotiate agreements
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to lead and manage a team of adult volunteers
- The ability to motivate and enthuse others

- The ability to handle and resolve conflict effectively
- A thorough knowledge of all Scouting Ireland's policies in relation to finances & property
- Good administrative skills
- Good verbal and written communication skills
- Access to IT and knowledge of relevant software packages
- The ability to work as part of a team
- Experience of working in the Scout or Guide Movement
- Openness to the ideas and contributions of others, challenging ideas in a firm and diplomatic manner where appropriate, while remaining open to challenge to his/her contributions and ideas
- A patient, approachable and supportive manner with those that they work with
- Willingness to speak one's mind and listen to the views of others
- The ability to maintain independent and objective judgement
- Willingness to actively support Provincial Secretarys
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

National Treasurer

The National Treasurer is primarily responsible for the finances and treasury functions of Scouting Ireland including, inter alia, budgeting for Scouting Ireland, the preparation of accounts of Scouting Ireland and the management of the financial assets of Scouting Ireland.

Term of Office

Elected by the National Council for a term of three years. The National Treasurer may be re-elected for one further term of three years.

Roles

- Member of the National Council
- Member of the National Management Committee
- Member of the National Team for Policy Implementation and Co-ordination
- Member and Director of the Scout Foundation
- Director of Scouting Ireland
- Director of the Scout Foundation (NI) Member of Scouting Ireland Campsites and Facilities CLG
- Director of Irish Scouting Fellowship

Key areas of responsibility

- Responsible for the financial and treasury functions of Scouting Ireland.
- To prepare accounts annually for Scouting Ireland.
- To propose a budget for approval to the National Management Committee.
- To oversee the management of the finances and assets of Scouting Ireland.
- To receive annual accounts of the Scout County Boards.
- To receive the annual accounts of every Campsite/Scout Centre.
- To issue instructions to the Provincial Management/Support Team seeking a dissolution of the Scout Province.
- To take on other functions and duties as directed by the National Management Committee.
- To form team(s) to assist with the discharge of his/her duties.

Working with

- National Management Committee
- National Team for Policy Implementation and Co-ordination
- The Scout Foundation
- The Scout Foundation (NI)
- Scouting Ireland Campsites & Facilities Limited
- The Irish Scouting Fellowship
- Scouting Ireland staff as relevant

Accountable to

- National Council
- National Management Committee

Time commitment

The time required can be hard to quantify, but it is in line with a senior management position. Formal meetings need to be attended on a regular basis. Meetings of the National Council (usually once per year), National Management Committee (approximately 5 or 6 per year), National Team for Policy Implementation and Co-ordination (as required but at least one between meetings of the National Management Committee) must be attended. In addition there will be meetings of the Scout Foundation and 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, in addition to the time required for the discharge of the specific duties associated with the Appointment.

Qualifications

- Membership of Scouting Ireland in accordance with the Rules.
- Customised Training
- Full knowledge and understanding of the aims and policies of Scouting Ireland
- To demonstrate an ability to discharge the specific areas of responsibility associated with the Appointment.

Chairperson of the National Spiritual/Religious Advisory Panel

The Chairperson of the National Spiritual/Religious Advisory Panel represents the National Spiritual/Religious Advisory Panel providing guidance on spiritual and religious issues to the various other committees of Scouting Ireland.

Term of Office

Elected by the National Spiritual/Religious Advisory Panel for a term of one year. The term of office of the Chairperson can be renewed for a further two terms.

Roles

- Member of the National Council
- Member of the National Management Committee
- Member of the National Team for Policy Implementation and Co-ordination
- Chairperson of the National Spiritual/Religious Advisory Panel
- Member of Scouting Ireland Campsites and Facilities CLG

Key areas of responsibility

- To chair and co-ordinate the work of the National Spiritual/Religious Advisory Panel.
- To provide guidance on spiritual or religious matters to the National Youth Programme Committee, National Adult Resources Committee, National Team for Policy Implementation and Co-ordination and Programme Teams.

Working with

- National Management Committee
- National Team for Policy Implementation and Co-ordination
- National Spiritual Advisory Panel
- National Adult Resources Committee
- National Youth Programme Committee
- Director of Scouting Ireland
- Scouting Ireland staff as relevant

Accountable to

- National Management Committee
- National Spiritual/Religious Advisory Panel

Time commitment

The time required can be hard to quantify, but it is in line with a senior management position. Formal meetings need to be attended on a regular basis. Meetings of the National Council (usually once per year), National Management Committee (approximately 5 or 6 per year), National Team for Policy Implementation and Co-ordination (as required but at least one between meetings of the National Management Committee) and the National Spiritual/Religious Advisory Panel must be attended. In addition there will be meetings of the Scout Foundation and 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.

Qualifications

- Membership of Scouting Ireland in accordance with the Rules.
- Full knowledge and understanding of the Aim and policies of Scouting Ireland
- To demonstrate an ability to discharge the specific areas of responsibility associated with the Appointment.

The Job: **International Commissioner**

Roles & Responsibilities: Primarily responsible for promoting and developing the international dimension of Scouting Ireland.

- Member of the National Council
- Member of the National Management Committee
- Chairperson of the International Team
- Director of Scouting Ireland

Key areas of responsibility:

- To represent Scouting Ireland at international scouting events.
- To promote and develop the international dimension of Scouting.
- To co-ordinate the work of the International Team.
- To ensure that Scouting Ireland participates in and is appropriately represented at international events.
- To be a member of the relevant National Management Committee sub-committees and attend meetings as appropriate.
- To advise the National Youth Programme Committee and the National Adult Resources Committee of the various policies and initiatives devised at World and at European level.
- To disseminate information received concerning international events and activities.
- To disseminate information received from other Scout Organisations to the relevant members of Scouting Ireland.
- To assist and advise Scout Groups and Scout Counties in the organisation of international events and activities.
- To maintain international scouting links.
- To recommend members for appointment to the International Team.

Nominated by: Group Councils/County Boards/National Management Committee

Elected by: National Council

Term of Office: Three years, may be re-elected for one further term of three years.

Accountable to:

- National Management Committee
- National Council

Working with:

- National Management Committee
- International Team
- National Youth Programme
- National Adult Resources Committee

- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- Willingness to actively design and contribute to the strategic vision of Scouting Ireland
- Willingness to take decisions which will further the work of Scouting Ireland
- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to think creatively and solve problems
- The ability to negotiate agreements
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to lead and manage a team of adult volunteers
- The ability to work with youth members, as per the Scout Method
- The ability to motivate and enthuse others
- The ability to handle and resolve conflict effectively
- Awareness of intercultural and international issues
- A thorough knowledge of the international aspects of the World Scout & Guide movements
- Experience of working in international aspects of the Scout or Guide Movements
- Knowledge of at least one other World Organisation of the Scout Movement's official languages would be beneficial but is not essential
- Willingness to speak one's mind and listen to the views of others
- The ability to maintain independent and objective judgement
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

The Job: **Communications Commissioner**

Roles & Responsibilities: Primarily manages and co-ordinates the public relations of Scouting Ireland through all forms of media and is responsible for the development and maintenance of an internal communications structure and programme for Scouting Ireland.

- Member of the National Council
- Member of the National Management Committee
- Director of Scouting Ireland

Key areas of responsibility:

- To manage all public relations of Scouting Ireland through all forms of media.
- To develop and maintain a communications programme and strategy suitable for the needs of Scouting Ireland.
- To co-ordinate a team of individuals who can speak on behalf of Scouting Ireland.
- To ensure that anyone officially representing Scouting Ireland is aware of the relevant policies.
- To investigate whether Scouting Ireland could adopt an advocacy role in Irish society.
- To co-ordinate relationships with other youth organisations.
- To manage the communications crisis management plan for Scouting Ireland.
- To advise on the response to media issues.
- To develop and implement structures and programmes to assist and advise all levels and divisions of Scouting Ireland in the areas of public relations, image development and management.
- To advise the National Management Committee on communications aspects of key decisions.
- To advise the National Team for Policy Implementation and Co-ordination on communications aspects of key decisions.
- To develop and maintain an internal communications structure for use by Scouting Ireland.
- To manage a strategy to market Scouting Ireland and its public image and to develop the concept of a 'common feel' to our image.
- To manage the communications budget responsibly.
- To seek media monitoring services when appropriate.
- To provide input to any publications of Scouting Ireland and promote a high editorial level.
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- To assist and provide advice and input to the marketing of National Activities, Campsites and Scout Centres and fund-raising initiatives.
- To help members understand the workings and decisions of the National Management Committee and National Team for Policy Implementation and Co-ordination.

Nominated by: Group Councils/County Boards/National Management Committee

Appointed by: National Council

Term of Office: Three years, may be re-appointed for one further term of three years.

Accountable to:

- National Management Committee
- The National Council

Working with:

- National Team for Policy Implementation and Co-ordination
- National Management Committee
- Communications Team
- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- Willingness to actively design and contribute to the strategic vision of Scouting Ireland
- Willingness to take decisions which will further the work of Scouting Ireland
- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to think creatively and solve problems
- The ability to negotiate agreements
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to lead and manage a team of adult volunteers
- The ability to motivate and enthuse others
- The ability to handle and resolve conflict effectively
- Awareness of publicity and advocacy issues that affect the voluntary youth sector
- Experience of working in Communications in the Scout or Guide Movements
- Willingness to speak one's mind and listen to the views of others

- The ability to maintain independent and objective judgement
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

The Job: **Programme Commissioner**

Roles & Responsibilities:

There will be the following Programme Commissioners:

1. Programme Commissioner (Beaver Scouts)
2. Programme Commissioner (Cub Scouts)
3. Programme Commissioner (Scouts)
4. Programme Commissioner (Venture Scouts)
5. Programme Commissioner (Rover Scouts)
6. Programme Commissioner (Sea Scouting)
7. Programme Commissioner (Adventure Skills)
8. Programme Commissioner (Support)
9. Programme Commissioner (Development)

The Programme Commissioners collectively are primarily responsible for the development, support and evaluation of the Youth Programme provided by Scouting Ireland under the auspices of the National Youth Programme Committee (standing committee of the National Management Committee).

- Member of the National Council
- Member of the National Youth Programme Committee (NYPC)
- Co-ordinator of the Programme Team

Key areas of responsibility:

The **Programme Commissioners for each Section (5no.)**, together with the individual Programme Teams for that Section, are primarily responsible for developing and maintaining Section specific materials, organising National Activities, defining National Activities and centre programme and other programme initiatives as required to support the Youth Programme for that Section. In addition, they advise, support and guide Scouting Ireland in relation to the Youth Programme as it operates in that Section. The Programme Commissioner for each section must dedicate at least one member of their team to resource generation and at least a further member to National Activity & centre programme generation.

The **Programme Commissioner (Sea Scouting)**, together with the Programme Team, is primarily responsible for developing and maintaining specific materials, defining National Activities and centre programme and other programme initiatives as required to support Sea Scouting and the Nautical Symbolic Framework throughout all Sections. The Programme Commissioner (Sea Scouting) must appoint one dedicated member of the Programme Team to each of the five Section Programme Teams in order to assist in the development and support of Sea Scouting and the Nautical Symbolic Framework in that Section.

The **Programme Commissioner (Adventure Skills)**, together with the Programme Team is responsible for the following three aspects:

- a) To review, develop, and maintain Adventure Skills specific materials and direct the Programme Commissioners for each Section and Programme Commissioner (Sea Scouting) as to how best to implement these in line with the Scout Method. To form a panel comprising of experts relating to each of the Adventure Skills and to initiate and maintain formal partnerships with the appropriate governing bodies for each Adventure Skill on the island of Ireland.
- b) To review and maintain appropriate programme material in consultation with the Programme Commissioners for each Section and the Programme Commissioner (Sea Scouting) so as to assist the National Campsite /Scout Centre Management Committee as to how best implement Section based programme.
- c) To review and maintain appropriate programme material so as to advise and assist the National Campsite/Scout Centre Management Committee as to how best implement the Adventure Skills.

The **Programme Commissioner (Support)**, together with the Programme Team, is primarily responsible for assisting the Chief Commissioner (Youth Programme) with (and not limited to) the following:

- Working with the Provincial Youth Programme Representatives to facilitate and encourage the holistic and effective implementation of Youth Programme in Scout Counties and Scout Groups.
- Developing support structures and systems, in conjunction with the Provincial Youth Programme Representatives, to assist County Programme Co-ordinators, Assistant County Programme Co-ordinators, and County Programme Teams in fulfilling their role.
- Co-ordinating the support of effective Youth Programme delivery within Scout Provinces and Scout Counties in conjunction with the NYPC.
- Responsible for employing a progress reporting system for the Provincial Youth Programme Representatives with respect to Youth Programme, collating same and developing solutions / actions by the NYPC.
- Co-ordinating, in conjunction with the Provincial Youth Programme Representatives, the implementation of Youth Programme initiatives and projects in Scout Provinces.
- Providing advice, support and guidance to the Training Commissioner about appropriate training for Scouters who will implement and support the Youth Programme, especially in regard to the roles of County Programme Co-ordinators and Assistant County Programme Co-ordinators.
- Identifying as required, in consultation with the Chief Commissioner (Youth Programme), areas of special interest /concern in relation to the support of the Youth Programme in Scout Provinces and Scout Counties, which need to be supported by specific initiatives.

The **Programme Commissioner (Development)**, together with the Programme Team, is primarily responsible for assisting the Chief Commissioner (Youth Programme) with (and not limited to) the following:

- Ensuring that the Youth Programme of Scouting Ireland is implemented in a holistic manner and that the contents of same are supported and executed with the highest standards, keeping in mind at all times the needs and aspirations of the Youth Members.
- Ensuring that the Youth Programme and its execution complies with the policies and guidelines of Scouting Ireland and advises Scouting Ireland in relation to the need to remove/revise/introduce policies and guidelines as necessary allowing the safe and effective execution of the Youth Programme.
- Co-ordinating the standardisation and coherence of programme resources from Programme Teams and others and the regular delivery, communication and dissemination of these materials to youth members and Scouters.
- Supporting, in conjunction with the Youth Programme Team Leads and Co-ordinators, the co-ordination of the work of Youth Programme Teams and their application across all Programme Sections.
- Co-ordinating specific cross functional projects/initiatives where multiple section or Youth Programme Teams are involved.
- Supporting the implementation and co-ordination of appropriate programme materials in consultation with the other Programme Commissioners so as to direct and assist the Camp Chiefs of the National Campsites/Scout Centres as to how best implement the Youth Programme of Scouting Ireland.
- Identifying as required, in consultation with the Chief Commissioner (Youth Programme), areas of special interest/concern in relation to the development and implementation of the Youth Programme of Scouting Ireland, which need to be supported by specific initiatives and/or project based teams on an assessment of needs basis.

Nominated by: Group Councils/County Boards/National Management Committee

Appointed by: National Management Committee

Term of Office: Holds office concurrently with the Chief Commissioner (Youth Programme)

The Appointment of Programme Commissioner by the National Management Committee will be subject to a mutual agreement in line with SID 96/13 (World - Adults in Scouting Policy) being established at the outset by the Chief Commissioner (Youth Programme). This mutual agreement shall be reviewed formally on a 12 monthly basis by the Chief Commissioner (Youth Programme) for and on behalf of the National Management Committee.

Accountable to:

- Chief Commissioner (Youth Programme)
- National Management Committee
- National Youth Programme Committee

Working with:

- National Youth Programme Committee
- Chief Commissioner (Youth Programme)
- Programme Team
- Training Team
- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- Good communication and team management skills
- Administrative and meeting management skills
- The ability to motivate and enthuse others
- Initiative
- Strong leadership skills
- Strong communication and inter-personal skills
- The ability to work as part of a team
- The ability to think creatively and solve problems
- The ability to motivate others and encourage participation
- The ability to handle and resolve conflict effectively
- A thorough knowledge of all Scouting Ireland's policies regarding Youth Programme
- Experience of working in the Scout or Guide Movement in supporting Youth Programme formulation and delivery
- Willingness to speak one's mind and listen to the views of others
- The ability to maintain independent and objective judgement
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

The Job: Training Commissioner

Roles & Responsibilities: Primarily responsible for the development and implementation of adult training for the members of Scouting Ireland for the purpose of providing the required support to deliver the Youth Programme developed by Scouting Ireland.

- Member of the National Council
- Member of the National Adult Resources Committee
- Member of the Training Team

Key areas of responsibility:

- To develop and implement leader training for members of the Association for the purpose of providing the required support to deliver the Youth Programme of Scouting Ireland.
- To co-ordinate the work of the Training Team.
- To take on other duties as directed by the National Management Committee through the National Adult Resources Committee.

Nominated by: Group Councils/County Boards/National Management Committee

Appointed by: National Management Committee

Term of Office: Holds office concurrently with the Chief Commissioner (Adult Resources)

Accountable to:

- National Management Committee
- National Adult Resources Committee

Working with:

- National Management Committee
- National Adult Resources Committee
- Chief Commissioner (Adult Resources)
- Training Team
- Provincial Training Co-ordinators
- Scouting Ireland staff as relevant

Personal Profile: Should be able to demonstrate

- The ability to provide inspirational leadership & strategic direction for Training in Scouting Ireland
- Willingness to actively design and contribute to the strategic vision of Scouting Ireland
- Willingness to take decisions which will further the work of Scouting Ireland
- The ability to build, maintain and facilitate effective working relationships with a wide range of people

- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team
- The ability to think creatively and solve problems
- The ability to negotiate agreements
- The ability to deliver as promised
- An understanding of the challenges of working in the voluntary sector
- The ability to lead and manage a team of adult volunteers
- The ability to motivate and enthuse others
- The ability to handle and resolve conflict effectively
- A thorough knowledge of how adults learn and of their needs and aspirations within Scouting
- Experience of working in the Scout or Guide Movement as a trainer of adults
- Presentation and facilitation skills using a wide variety of methods
- Willingness to speak one's mind and listen to the views of others
- The ability to maintain independent and objective judgement
- The ability to manage a training and development function
- Willingness to actively support Provincial Training Co-ordinators
- An acceptance of the fundamentals of Scouting
- Willingness to undertake training for the job

The Job: **Honorary Vice President**

Roles & Responsibilities: The purpose of the Honorary Vice President is to, when required and at the invitation of the Chief Scout, provide advice in matters of Scouting business and deputise for the Chief Scout at official functions.

Former Chief Scouts of Scouting Ireland, Scouting Ireland (CSI) and Scouting Ireland (SAI), current head of associations of Catholic Guides of Ireland, Irish Girl Guides, Northern Ireland Scout Council and Ulster Girl Guides and others as deemed appropriate from time to time, may be nominated for the role of Honorary Vice President.

Key areas of responsibility:

- Member of the National Council.
- Advise the Chief Scout, when required, in matters of Scouting business.
- Deputise for the Chief Scout, when requested by the Chief Scout, at official functions.
- Attend a meeting with the other Honorary Vice Presidents at least once per year.
- Take on other tasks and support of National Teams, if available, as requested by the Chief Scout from time to time.

Nominated by: National Management Committee

Appointed by: National Council

Term of Office: One year, may be re-elected for further terms of one year.

Accountable to:

- The Chief Scout
- National Council

Working with:

- Members of National Management Committee and National Teams as required
- Scouting Ireland staff as appropriate

Personal Profile: Should be able to demonstrate

- The ability to build, maintain and facilitate effective working relationships with a wide range of people
- An understanding of the challenges of working in the voluntary sector
- The ability to communicate (verbally and non-verbally) to a wide variety of audiences
- The ability to motivate and enthuse others
- Experience of working in the Scout or Guide Movement in a significant leadership role
- An acceptance of the fundamentals of Scouting
- The willingness to undertake training for the job