

Scouting Ireland
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Ref: L07/2017 – Open Call for Roverway 2018 Contingent Management Team

31st January 2017

Dear Scouts & Scouters,

Scouting Ireland would like to invite applications from Scouters & Youth Members for the positions of:

- Deputy Head of Contingent (Finance)
- Deputy Head of Contingent (Representation & Administration)
- Deputy Head of Contingent (Communications)

Roverway 2018

Roverway is a joint activity of the European Region of WOSM (World Organisation of the Scout Movement) and the Europe Region of WAGGGS (World Association of Girl Guides and Girl Scouts). It is held in Europe and is open to youth members aged between 16 – 22 years of age at the time of the event. Those aged 23 years and older will be eligible to apply to the event as IST (International Service Team). The activity was first introduced in 2003 and usually consists of two stages;

1. A journey (mixed patrols from around Europe achieving different learning objectives throughout the host country)
2. The camp (all participants in Roverway come together in one location to further their Roverway experience). In 2018, Roverway will be held in The Netherlands.

For more information about Roverway 2018 you can currently check out it out [HERE](#).

How to apply

Review the role descriptions below that you are interested in applying for.

Complete the online application form which can be found [HERE](#)

NB All applications must be received online by **17:00 GMT on Tuesday 28th February 2017**. Late applications will not be accepted.

If you require any further information please contact us at Roverway2018@Scouts.ie

Yours in Scouting

Fintan Sheridan & Gary Gaughan
Roverway 2018 Joint Heads of Contingent

Reg. No. 397094
Charity No. CHY3507

PATRON Michael D. Higgins PRESIDENT OF IRELAND



Member of World Organisation of the Scout Movement

Directors: A list of names and personal details of every director of the company is available for inspection to the public at the company's registered office for a nominal fee. Scouting Ireland is a company limited by guarantee exempt from using the word "limited". Registered Office: Scouting Ireland National Office, Larch Hill, Dublin 16

Terms of Reference

Deputy Head of Contingent Finance

- Prepare budget and co-ordinate budgetary control
- Maintain Income and Expenditure Accounts
- Provide monthly reports to the Contingent Management Team
- Fundraising efforts– develop strategies for participants
- Approve expenditure alongside Heads of Contingent
- Liaise with Finance Team on an ongoing basis
- Other duties that may be assigned to you from time-to-time upon discussion and agreement with the Heads of Contingent.

Deputy Head of Contingent Representation & Administration

- Must be under 23 at the time of Roverway
- Administration for Contingent Management Team meetings
- Directly represent the views of the participants at the Contingent Management Team
- Explore pre and post camp options for the contingent
- Liaise with Heads of Contingent in relation to applications to Roverway 2018
- Opportunity to represent Youth Members internationally on behalf of the Scouting Ireland Contingent
- Other duties that may be assigned to you from time-to-time upon discussion and agreement with the Heads of Contingent.

Deputy Head of Contingent Communications

- Branding & Merchandising
- Marketing
- Recruitment
- Co-ordinate social media activity both before and after Roverway 2018.
- Co-Ordinate Internal PR at Scouting Ireland events and conferences/meetings
- Liaise with Scouting Irelands Communication team.
- Other duties that may be assigned to you from time-to-time upon discussion and agreement with the Heads of Contingent.