

## **Code of Conduct for the Volunteer Project Team members of Scouting Ireland**

### **The Scout Promise**

On my honour I promise that I will do my best, to do my duty to God, to serve my community, to help other people and to live by the Scout Law.

Or

On my honour I promise that I will do my best to further my understanding and acceptance of a Spiritual Reality, to serve my community, to help other people and to live by the Scout Law.

Or

On my honour I promise to do my best, to uphold our Scout Principles, to serve my community, to help other people and to live by the Scout Law.

### **The Scout Law**

- A Scout is to be trusted;
- A Scout is loyal;
- A Scout is helpful and considerate to all;
- A Scout has courage in all difficulties;
- A Scout makes good use of time and is careful of possessions and property;
- A Scout has respect for self and others;
- A Scout respects nature and the environment.

### **Introduction**

The aim of Scouting Ireland is to encourage the physical, intellectual, character, emotional, social, and spiritual development of young people so that they may achieve their full potential and, as responsible citizens, to improve society.

The members of Scouting Ireland Project Teams must build and maintain the trust and confidence of those with whom they deal and sustain a reputation for honesty, integrity, independence and fair dealing. The Project Teams have a duty to promote the aims of Scouting Ireland and conduct their business in accordance with Scouting Ireland's governing principles. To meet their obligations the Project Team members are required to maintain and build rewarding relationships with their stakeholders including the members of Scouting Ireland, employees, suppliers, and communities in general.

This Code of Conduct has been developed to provide best possible guidance to the members of Scouting Ireland Project Teams and to ensure that the team members carry out their responsibilities to the highest ethical standards. The Code outlines the responsibilities of each member to the Company and amongst other things establishes procedures for dealing with any

potential conflict of interest which may arise between the responsibilities of a team member and any other outside interest which he/she or a connected party may have. The Code is not a full statement of the obligations of a Project team member arising from his/her relationship with the Company/Scouting Ireland and it is appreciated that it is not possible to cover every eventuality that could arise in the conduct of each team members duties. The spirit as well as the wording of the Code should be observed.

Accordingly, this Code of Conduct:

- establishes an agreed set of ethical principles to guide Project Team members in their conduct;
- is designed to promote and maintain confidence and trust in the Teams generally; and
- seeks to prevent the development or acceptance of unethical practices.

The Code of Conduct is reviewed annually .

## Code of Conduct for each member of Scouting Ireland Project Teams

### Integrity and honesty

- Loyalty, integrity, honesty and trustworthiness will be the hallmarks of all my conduct when dealing with colleagues within Scouting Ireland and equally when dealing with individuals and organisations outside it.
- I will ensure to the best of my ability that everything that Scouting Ireland Department Project Team does will be able to stand the test of ethics and scrutiny by all relevant stakeholders, including: members, employees, the public, funders, the media and regulators.
- I will declare any conflict of interest or any circumstance that might be viewed by others as a conflict of interest, as soon as such a situation arises and I will abide by the Conflict of Interest Policy (SID 102/13) and any amendments to that policy which may be adopted at a future date.
- I understand I am a Scouting Ireland Project Team member and I must accept that my responsibility is to Scouting Ireland, the relevant department and its Board of Directors as a whole, and not to promote the interests of any internal or external special interest group. In any circumstance that might be viewed by others as a conflict of loyalty I will submit to the judgment of the department Project Team and do as it requires regarding potential conflicts of loyalty.
- I will not gain materially or financially from my role as volunteer member of the Project Team, beyond seeking reimbursement of out-of-pocket expenses.
- I understand that acceptance of gifts, hospitality and other benefits is permissible only if the following criteria are met:
  - are unsolicited and are not being offered to influence decision-making; and
  - arise out of activities or events related to my duties as a member of a Project Team; and
  - are declared on receipt to the Chair of the Core Team
  - are within the normal standards of courtesy, hospitality or protocol; and
  - do not compromise or appear to compromise in any way my integrity as a member of a Project Team of Scouting Ireland.

## **Responsibility and Obligations**

- I will not break the law in any aspect of my role as a member of a Project Team of Scouting Ireland
- I will support the mission, values, aims, objectives and strategy of Scouting Ireland and I will abide by the organisation's memorandum and articles of association/ Constitution and Rules, its policies and its procedures.
- I understand my responsibility to act as a champion for the organisation by promoting its work and reputation.
- I will always strive to act in the best interests of the organisation as a whole.
- I will strive to punctually attend all Team meetings (and other relevant meetings), giving apologies ahead of time to the Project Team Lead of the Project Team if unable to attend.
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- I will respect the authority of the Department Manager, Department Core team and the Project Team Lead.
- I will participate in induction, training and development activities for members of Scouting Ireland Project Teams.
- I will support the Department with its work and not undermine the authority of the Department.

## **Relationships and Communication**

- I will strive to establish open, respectful, supportive and courteous relationships with all those I come into contact with in my role as a member of a Scouting Ireland Project Team and to cultivate a positive atmosphere
- I will strive to uphold the reputation of Scouting Ireland and those who work or volunteer in it, I will take an active interest in the organisation's public image and I understand that I have a duty not to do anything that may damage the reputation of the organisation.

### Information

- In my role within the Project Team I may have access to confidential information and discussions, I will respect organisational, departmental and individual confidentiality.
- I accept collective responsibility in relation to decisions made by the department Project Team within the scope of the relevant terms of reference.

### Acceptance

- I understand that substantial breach of any part of this code may result in my removal from the department Project Team.
- Should I decide to resign from the department Project Team I will inform the Department Manager and Core Team Chairperson in advance of writing, stating my reasons for resigning in writing.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_