

	Gasóga na hÉireann / Scouting Ireland			
	No.	Issued	Amended	Next Review Date:
	BOD-PC-001	15 th January 2022	April 2025	April 2028
	Department: Volunteer & Group Support Department Category: Role and Positions			
Scouting Ireland – Provincial Commissioner Election & Appointment Protocol				

**Related
Documents**

Role & Responsibilities of the Provincial Commissioner

Provincial Commissioner Election & Appointment Protocol

PROPOSED & NOMINATED BY:

Scouting Ireland Scout Groups within the relevant Scout Province, after an open call in the relevant Scout Province.

Scouters interested in putting their name forward can get information about the role, by speaking with members of a PMST, provincial staff, V&GS department members and a PC.

All individuals nominated will be required to agree to and complete a verification process.

ELECTED BY:

Scouting Ireland Scout Groups from the relevant Scout Province at the annual Provincial Conference by an electronic vote, each Scout Group has 2 votes 1 of these votes must be from the Youth Membership and 1 from the Scout Group.

APPOINTED BY: Board of Directors

TERM OF OFFICE: Three years (36 Months}

A Provincial Commissioner may be re-elected for one further term of three years, once the nomination protocol set out in this document is followed.

REMOVAL OF PROVINCIAL COMMISSIONER

The Board of Scouting Ireland is the only body who have the authority to remove the appointment of a Provincial Commissioner, through Scouting Ireland’s policies and procedures.

THE PROTOCOL FOR THE ELECTIONS AND APPOINTMENT OF THE PROVINCIAL COMMISSIONER

Day	Electronic Votes	
0	Open Nominations	
14	Close of Nominations	
14	Nominations Verification Forms sent to V&GS Manager	
14	Announce Nominees	
14	Send out online Ballot Papers to Group Secretaries	
25	Receipt of votes	
28	Provincial Conference or an appropriate Meeting of the Scout Province	

- The election process starts at day 0, with the opening of nominations
- The provincial secretary and where there is no provincial secretary an appropriate member of staff will extend an open call to all Scout Groups in the Province to propose suitable candidates for the position of Provincial Commissioner. Support Staff Member can assist the Provincial Secretary with the circulation of this open call to all members of the province if required.
- Nomination for the position must be from a Scout Group within the relevant Province.
- The information circulated with the open call should include a nomination form, the Provincial Commissioner terms of reference including competencies and skill set required, the candidates’ acceptance form, verification form, the Code of Conduct for Support Teams and the date for the ‘meet the candidate’.
- All nominations should be received by the Provincial Secretary (or Support Staff Member) no later than 14 days after the open call is published.
- A ‘meet the candidates’ should take place where all candidates, validly proposed, should be given 5 – 10 minutes to present their vision for the role. The Provincial Secretary will organise this meeting after close of nominations with the Support Staff Member.
- The electronic votes will be secure when received and counted on the morning of the Provincial Conference or the appropriate Meeting of the Province. The counting of votes will be overseen by an external Provincial Commissioner with each nominee having a representative present at the count.
- The Provincial Secretary should contact the secretary of the Board with the successful candidate’s name.
- Best practice says there should be a transition period when both the outgoing PC and the newly elected PC and are working together. This should be no longer than 3 months.
- Where there is only one candidate validly nominated for the position, the person nominated shall be deemed elected only if they receive 50% + 1 votes of the valid votes cast, subject to the approval of the Board of Scouting Ireland.
- Where there is multiple candidates, two or more with valid nominations for election, the person that received the most valid votes cast shall be deemed elected, subject to the approval of the Board of Scouting Ireland.