

## **Development Support Officer - Scouting Ireland**

### **Full-Time, 3 Year Fixed Term Contract (2 Roles)**

### **Hybrid working (requirement to travel occasionally to meet with volunteers and training participants)**

**Both of these roles will be in the East of the Country.**

### **Purpose**

The purpose of the Group Support & Development Officer is to work in tandem with the support structures of Scouting Ireland to:

- Provide effective support to Scout Groups to enable them to support the delivery and facilitation of the Scout Programme effectively.
- To proactively develop membership growth by developing new and existing Scout Groups and Programme Sections.
- Support the recruitment and induction of volunteers to ensure that growth targets can be achieved.

### **Key Responsibilities:**

The responsibilities include, but are not limited to, the following:

- A clear focus on the development and support of Scouting.
- An understanding of Scouting, The WHY, HOW and WHAT, its value systems, mechanisms, and ways of delivering the programme to young people.
- An ability to work with a wide array of professional and volunteer teams in both a support and management framework.
- Excellent communication skills and the ability to engage with a diverse group of stakeholders and colleagues.
- Project management skills and expertise, with the ability to manage multiple projects.
- Excellent computer skills.
- Leadership skills and abilities that can motivate professional and volunteer project teams to grow and develop Scouting within the community.
- These are then captured in creative, vibrant, and exciting programmes that allow young people to enjoy their Scouting with friends while learning valuable life skills in a fun-based framework.

### **Essential Requirements:**

- Educated to a relevant third-level standard or equivalent.
- Experience and a proven track record in a similar support/development role.
- Track record of success within a target-driven and measured environment.
- Track record of managing multiple tasks with strong planning and organisation skills.
- An ambitious self-starter with a proven record of focus on results.

- Exceptional oral and written communication skills.
- Demonstrable ability to relate to people from diverse backgrounds.
- Excellent meeting and people skills.
- Positive and energetic attitude.
- Attention to detail.
- Ability to use standard computer software for word processing, spreadsheets, databases, and presentations.
- A strong understanding of Scouting Ireland's methods, ethos and aims.
- Sound judgement and a strategic mindset.
- High motivation, positive disposition and flexible attitude in response to organisational change and development

**Desirable:**

- Qualification in youth work/volunteer management / educational methods.
- Professional experience in a non-profit environment.
- Good knowledge of the non-profit sector in Ireland.
- Flexibility to work frequently at weekends and evenings.

Applications must be submitted by Sunday, 29th January 2023 and must include a cover letter & CV. Applications should be submitted to the following link - [Please Click Here](#)

Interviews will be held on the week commencing the 6<sup>th</sup> of February 2023