

	Gasóga na hÉireann / Scouting Ireland			
	No.: BOD-CM-002	Issued: April 2023	Amended:	Next Review Date: April 2024
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	Category: Board of Scouting Ireland			
	Scouting Ireland: Crisis Management Project Team Terms of Reference			
Related Documents:				
Revision	Date		Description	
1	15 th April 2023		Approved by Board of Directors	

Description

Gasóga na h Éireann / Scouting Ireland's 'Crisis Management Project is a team which falls within the scope of the office of the Chief Executive. Membership of the team is open to all members of the Organisation who have relevant expertise in Crisis Management and shall apply for membership through an 'open call'.

Duration of Term

Project Team duration: Continuous

Commencing: 1st June 2023

There will be an annual review and open call for this team, with the open call for 2025 being planned for November 2024. This will allow for the replacement of team members and for succession planning to be in place. Project Team members may serve no more than two terms of 3 years, with 1/3 of the team stepping down per year for the first three years.

Members of the Crisis Management Team

The Crisis Management Team shall consist of the following:

- Chief Executive Officer.
- The Chairperson of the Board of Directors.
- The Communications Officer.
- Three other Scouting Ireland members are recruited through the open-call process.
- Any further co-opted members as required by the Crisis Management Team from time to time.

Focus of the Policy

The focus of this policy and any subsequent documents (e.g., procedure(s), guideline(s), plan(s), etc. drawn from this policy is the support and welfare of our Scouts, Scouters and Scouting Ireland as a whole.

The definition of a "crisis" for this policy and such subsequent documents is as follows:

- The occurrence of an extraordinary event which requires the immediate reaction of Scouting Ireland and which could not be attended to by an officer of the Association as it falls outside that officer's usual operational remit or where an officer determines that it would be beyond their normal capabilities, given the extraordinary nature of the event and where a reaction is required.
- The management of any crisis, especially the support of those members of Scouting Ireland involved in such a crisis, is underpinned by the principles of prevention, preparation, response, recovery, and mitigation.
- Ultimately, the response to a crisis involves the provision to interested parties with communications that are factual, prompt and give a correct portrayal of Scouting Ireland as a nationally organised, professionally run, youth-centred

Organisation that makes a significant and sustained contribution to Ireland's young people and society in general.

- The effective management of and response to any crisis requires two fundamentals, namely.
 - (a) Accurate, coherent information
 - (b) Delivered in a timely and prompt manner.

This will allow.

- Those tasked to manage and respond promptly and professionally to the crisis, especially those members of Scouting Ireland directly affected or impacted by such a crisis.

Reviews

After every crisis, the Project Team will review their procedures and update this policy, guidelines, and plans.

Budget

Due to a crisis's exceptional circumstances, it is impossible to provide an approved budget in advance. Therefore, expenditures will be approved by the CEO or, in their absence, the Chair of the Project team. An expenditure report will be provided to the Board of Directors by the CEO for noting at their next scheduled Board meeting.”