

**Scouting Ireland
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Interview Panel Project Team

This team will support Scouting Ireland in the overall planning and carrying out of interviews for the various Open Calls to be advertised. The general duties for this team are to:

1. Prepare the paperwork required for an Open Call to go out, on behalf of Scouting Ireland
2. Work with the Core Teams of the different departments in the preparation of the above
3. Prepare the paperwork required for the interview
4. Formulate interview questions for the different interviews in conjunction with the relevant Core Team of the Department
5. Assist with the running of the interviews
6. Complete all follow up paperwork, post interview
7. Always ensure confidentiality
8. Maintain a register of specialist subject experts from the Interview Panel members, so that the most appropriate Panel Members can be chosen for specific interviews
9. Other duties that may arise relevant to this project team

To find a full copy of the Terms of Reference for this Project Team, please [click here](#).

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