

	Gasóga na hÉireann / Scouting Ireland			
	No.: 1	Issued: 15/12/2022	Amended: N/A	Next Review Date: 8/2023
	Category: International Support Team Member – Terms of Reference			
	Project Team of the International Ambassador			
	Related Documents: N/A			
Revision	Date		Description	
N/A	15th December 2022		Volunteer Open Call	

Description

The first phase of the International Ambassador's operations framework will focus exclusively on supporting local scout groups to travel abroad. The work will involve the development of a structured process of international project planning and delivery, along with research of resources, partnerships and funding avenues to support local scout groups to participate in international scouting experiences.

If you are interested in being directly involved in the process of developing the process to support local scout groups to access quality international scouting experiences, then I encourage you to apply.

Duration of Term Duration:

9 month term, with the potential of re-appointment by way of open call application.



Aims of the Team:

1. Analyse and collate relevant resources and platforms; in relation to international scouting opportunities.
2. Create resources for scouts, group leaders and scouters on planning and delivering international scouting experiences.
3. Complete a mapping exercise to identify funding avenues to support groups to travel abroad.
4. Maintain proactive communication and support with local groups in the planning and delivery of international scouting experiences.

Accountability

All International Team members will be accountable to the International Ambassador or their assigned delegate. All International Team members must adhere to the standard code of conduct and will receive a Letter of Appointment. The budget will be developed by the International Ambassador in consultation with the International Team members to be approved by the Board of Directors.

Assigned Duties

1. Create a pool of resources; that will support local scout groups to access international scouting experiences from a research process.
2. Create a resource for scouts, group leaders and scouters on planning and delivering international scouting experiences.
3. Aid in identifying funding avenues to support groups to travel abroad.
4. Maintain a proactive use of contact avenues (ie. email, social media or newsletter) with local scout groups relating to international scouting experiences.
5. Aid in facilitating sessions for scouts, scouters and group leaders on planning and delivering international scouting experiences.

Meetings

The team will meet on a proactive basis, preferably biweekly with the majority of communication occurring through a digital communication channel. The majority of the work that is research-based will be self-led with a peer-system (ie. volunteer colleague), while reporting to the International Ambassador. A channel will be set up for communicating in between meetings to collate resources, to moderate the international email channel to support scout groups and maintain a healthy volunteer-life balance.



Reviews

Reviews will be conducted at a mid-term point (ie. 4 to 5 months in) by the International Ambassador in conjunction with relevant stakeholders.

Supports

The International Support Team Members will get regular support from the International Ambassador. There will be a communication channel set-up to maintain communication with the International Ambassador, where requests for support can be shared. At the completion of the teams term term, the members will be consulted on their experiences so that they will shape future international scouting.

Additional Information

- The International Ambassador may request additional duties to be assigned to the International Support Team Members, by mutual agreement.
- The terms of reference can be subject to change by the International Ambassador, in consultation with the International Support Team.
- Reasonable expenses will be reimbursed for expenditure incurred in carrying out these roles.
- The Scouting Ireland Financial Handbook must be adhered to.
- The work of the team must support Scouting Ireland's Strategy.
- The work of the team must not compromise the companies risk register.
- The work of the team must be in line with good governance.

Application

To apply for a position on the International Support team, please complete [this application form](#) in full.