

	Gasóga na hÉireann/Scouting Ireland			
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	Department: Volunteer & Group Support Category: Roles and Positions			
	<b>Scouting Ireland – Provincial Appointment Descriptions</b>			
Revision	Date	Description		
1	XX/11/2025	Document Issued		

<b>Related Documents</b>
<p>BOD-PC-00X: Role of the Provincial Commissioner.  <a href="#">Chief Scout and Provincial Commissioners Group.docx</a></p>

## 1. PROVINCIAL COMMISSIONER

### 1.1 Roles & Responsibilities

Primarily responsible for the management, direction and coordination of the resources of the Scout Province in accordance with the policies of Scouting Ireland for the benefit of the Scout Groups and Scout Counties through the Provincial Management Support Team.

- Member of the Volunteer & Group Support Department.
- Member of the Provincial Management Support Group.
- May be the chairperson of the Provincial Management Support Team.  
Chief Scout and Provincial Commissioners Group (CS&PCG)
- Where necessary, chair meetings of County Commissioners to cooperate for common purpose within a Local Authority area.
- Provincial Commissioner (Northern Scout Province) is a Director of Scout Foundation (NI)

### 1.2 Election Of Provincial Commissioner

The protocol for nomination, election and appointment of a Provincial Commissioner is set out in policy BOD-PC-001.

### 1.3 Term of Appointment

Three years (36 Months) may be re-elected for one further term of three years in any Scout Province.

### 1.4 Key areas of responsibility:

- To co-ordinate the work of the Provincial Management Support Team.
- To represent the Scout Province at meetings of the VGS core team, PMSG and any other relevant meetings.

- Where necessary, to direct the work of the Officers of the County Management Committees within the Province.

#### **1.5 The role of the Provincial Commissioner includes the following:**

- To support and co-ordinate the combined resources of the Scout Counties within the Scout Province for the greater benefit of Scouting at local level.
- To support the implementation and coordination of the policies and programmes developed at National level within the Scout Province through the Scout Counties.
- To provide input to the development of policies and programmes at National level.
- To direct and support the affairs of any Scout County on behalf of the Volunteer & Group Support Department.
- To attend meetings of any Scout Group and/or Scout County as necessary within their Scout Province.
- The document appointing a County Commissioner/Deputy County Commissioner is signed by the County Secretary (or another elected County Officer where there is no County Secretary) and the Provincial Commissioner and forwarded to the Manager of the V&GS Department for his/her signature. This is then sent to the Board for their approval and sign off at their next meeting.
- Works with the Provincial Support Officer (PSO) and/or the Development Support Officer (DSO), along with other Scouting Ireland support staff for the provision of Membership Retention and Expansion
- Any other duties and functions set out by the Board of Directors of Scouting Ireland.
- To ensure adequate and timely delivery of Scouter training through the PTC

#### **1.6 Supports and supported by:**

- Volunteer & Group Support Core Team.
- Scout Groups
- Scout Counties
- County Commissioners
- Provincial Management Support Team
- Chief Scout
- Board of Scouting Ireland.

#### **1.7 Working with:**

- Provincial Management Support Team.
- Volunteer & Group Support Department
- Scout Counties
- Scout Groups
- Provincial Commissioners
- Chief Scout
- Scouting Ireland Staff as relevant to the role

#### **1.8 Personal Profile**

- The ability to provide inspirational leadership & strategic direction for the Scout Province & the Organisation.
- Positive scouting outlook
- Willingness to actively design and contribute to the strategic vision of the Scout Province

& the Organisation.

- Willingness to take decisions which will further the work of the Scout Province & the Organisation.
- The ability to build, maintain and facilitate effective working relationships with a wide range of people.
- The ability to enable others to identify issues, clarify objectives, develop attainable objectives and gain the necessary skills and confidence to work as an effective team.
- The ability to negotiate agreements.
- The ability to construct and implement long-term plans that improve and expand the Scouting offered to young people and identify any training, resources and other needs required to undertake this work.
- The ability to deliver as promised.
- An understanding of the challenges of working in the voluntary sector.
- The ability to communicate (verbally and non-verbally) to a wide variety of audiences.
- The ability to lead and manage a team of adult volunteers.
- The ability to motivate and enthuse others.
- The ability to plan, manage and monitor own tasks and time.
- Experience of working with young people and/or community work with adult groups.
- Experience of working in the Scout or Guide Movement as an adult.
- An acceptance of the fundamentals of Scouting.
- The willingness to undertake training for the job, where available