

	<b>Gasóga na hÉireann / Scouting Ireland</b>			
	<b>No.</b>	<b>Issued</b> April 2026	<b>Amended</b>	<b>Next Review Date</b>
	<b>Category:</b>			
	Patrols in Action: Team Member Terms of Reference			

<b>Related Documents</b>

<b>Revision Schedule</b>		
<b>Revision</b>	<b>Date</b>	<b>Description</b>
1	April 2026	Initial Release

**△ OPEN TO VENTURE & ROVER SCOUTS — This role is open to Venture Scouts (aged 15–17) and Rover Scouts (aged 18–25) and equivalent. Appointees aged 16 and over must hold valid Garda Vetting / Access NI as per Scouting Ireland’s Child Safeguarding Policy. All appointees must complete the On My Honour online training prior to appointment.**

## Description

The Patrols in Action Team Member contributes to the planning, promotion, and delivery of the Patrols in Action camp 2026 under the direction of the Team Lead. This open call role is open to Venture Scouts (aged 15–17), Rover Scouts (aged 18–25) and Scouters (aged 18–25). Team members take on assigned tasks across areas such as patrol liaison, admin, programme, logistics, communications, and on-the-ground support. The camp is planned for 17–20 July 2026 at Larch Hill International Scout & Guide Centre.

## Eligibility

- Aged 15 or over at date of application (Venture Scout or Rover Scout).
- Current Scouting Ireland member.
- Applicants aged 16 and over: valid Garda Vetting / PSNI clearance held or willingness to obtain prior to appointment (required under Scouting Ireland’s Child Safeguarding Policy).
- Completion of the *On My Honour* online training module (required prior to appointment).
- Willing to adhere to Scouting Ireland’s Code of Conduct and all relevant policies.
- Interest in Scout event planning and/or youth programme delivery, with ability to commit time to planning meetings and the event itself.

## Tenure

**Initial term:** To end of August 2026 to include planning contributions for the 2027/2028 Patrols in Action cycle.

**Extension:** Subject to satisfactory contribution and Team Lead approval, the term may be extended for a further event cycle. Venture Scout members who turn 18 during the cycle are welcome to continue as Rover Scout members.

**Handover:** A structured debrief will take place at the conclusion of each event cycle to ensure continuity.

## Accountability & Support

Team Members are accountable to the Patrols in Action Team Lead and, through them, the National Programme Team. They must adhere to the Team’s Code of Conduct and will receive a Letter of Appointment. Approved expenses are reimbursed per the Scouting Ireland Financial Handbook. Venture Scout members (under 18) will have parental/guardian consent obtained prior to appointment.

Role-specific induction is provided before commencement with support from the Team Lead. Venture Scout members will be supported with mentoring, and with age-appropriate task allocation. A debrief will take place following each event to inform future event team development.

## Person Specification — Essential (E) & Desirable (D)

### Experience & Knowledge

Criteria	E	D
Current Venture Scout (aged 15–17) or Rover Scout (aged 18–25) in Scouting Ireland, or equivalent	✓	
Understanding of the Scout programme, patrol system, patrol camping and youth-led approach	✓	
Interest in or experience of Scout event planning, logistics, or programme delivery	✓	
Knowledge of or willingness to learn Scouting Ireland policies and safeguarding requirements		★
Previous participation or staffing in a national or large-scale Scout event (e.g. Patrols in Action 2025, Phoenix Challenge, Venture events, Rover moots etc.)		★
Woodbadge training in progress or willingness to undertake (Rover Scout applicants)	✓	

### Skills & Abilities

Criteria	E	D
Ability to take ownership of assigned tasks and deliver them on time	✓	
Ability to take the lead in your designated role and support other teams	✓	
Ability to work collaboratively as part of a mixed-age team	✓	
Clear and reliable communication with team members and stakeholders	✓	
Willingness to contribute positively and adapt to changing event needs.	✓	
Practical skills relevant to event delivery (e.g. programme delivery, logistics, communications etc.)		★
Proficiency with online communication and virtual meeting platforms		★

### Personal Qualities & Safeguarding

Criteria	E	D
Commitment to the values and mission of Scouting Ireland	✓	

Personal integrity, honesty, and trustworthiness	✓	
Self-motivated; able to take initiative and handle challenges confidently	✓	
Applicants aged 16 and over: valid or willingness to obtain Garda Vetting / PSNI clearance prior to appointment	✓	
All applicants: completion of or willingness to undertake Scouting Ireland safeguarding training, including the <i>On My Honour</i> online training module	✓	
Commitment to learning and personal development through the role		★

## Responsibilities

- Contribute actively to the Patrols in Action event planning team, taking ownership of assigned tasks and supporting the Team Lead to maintain momentum.
- Work collaboratively with fellow Venture and Rover Scout team members across planning, promotion, and delivery phases.
- Carry out assigned tasks relating to event logistics, programme, communications, or on-ground support as directed by the Team Lead.
- Adhere to Scouting Ireland policies, safeguarding requirements, and Code of Conduct throughout all event work.
- Participate in the 'Mutual Agreement and Review' process as applicable to the Team Member role.
- Provide progress updates to the Team Lead; escalate issues or concerns promptly.
- Contribute to post-event debrief and review documentation to inform future cycles.
- Other responsibilities as agreed with the Team Lead.

## Role Competencies

- Contributes reliably to the event team, taking ownership of assigned tasks and following through on commitments.
- Works with a positive, inclusive, and accountable approach that strengthens the event team culture.
- Communicates clearly and proactively with the Team Lead and fellow team members.
- Raises difficulties or concerns with the Team Lead constructively and in a timely manner.

## Teamwork

- Works effectively as part of a mixed-age event team and independently on assigned tasks.
- Builds effective working relationships within the team; demonstrates commitment to the Scout Promise, Law, and Scout Method.
- Supports fellow team members by participating actively, sharing skills, and contributing to a positive team dynamic.
- Personally honest and trustworthy; acts with integrity in all team interactions.
- Able to operate respectfully in a volunteer-led, mixed-age environment.

## Assigned Duties

- Attend scheduled Patrols in Action team meetings (virtual and in-person); give advance notice if unable to attend.
- Report on your areas of responsibility as required.
- Carry out specific planning tasks assigned by the Team Lead — which may include programme, logistics, registration support, communications, or event-day delivery.
- Support engagement with participating Patrols and their Scouters as directed.
- Assist with on-site event delivery at Larch Hill (17–20 July 2026) and set up, break down as required.
- Other duties that may arise relevant to this event team.

## Attendance & Reviews

Team Members must attend all scheduled Patrols in Action planning meetings (virtual and in-person as arranged by the Team Lead). If unable to attend, advance notice must be given and a written update provided prior to the meeting.

Performance includes delivery of assigned tasks, quality of contribution to team outputs, responsiveness to feedback, and ability to work constructively as part of a mixed-age team.

Performance reviews are conducted with the Team Lead following each event. Progress updates must be submitted in advance of team meetings as notified.

## Stepping Down

Where responsibilities are consistently unmet, the role will be reviewed and the individual may be asked to step down following a discussion with the Team Lead. A Team Member may also voluntarily step down at any time with reasonable notice in advance of the event to allow an orderly handover.

**How to Apply:** Submit via the Scouting Ireland Online Application Form. Indicate your section (Venture Scout or Rover Scout), your age, and which areas of the event team you are most interested in contributing. Demonstrate clearly how you meet the essential and desirable criteria.

**A note for Youth Members:** Youth Members should consider their time carefully before applying. As outlined in the criteria earlier in this booklet, you must have the time capacity to fully commit to the role. It is equally important to prioritise your education and local Scouting commitments, and to ensure that you can realistically balance these alongside the responsibilities of being a Youth Rep.

**Minimum Age:** Open to Venture Scouts (15–17) and Rover Scouts & equivalent (18–25).

**Vetting:** All appointees aged 16 and over: Garda Vetting / Access NI clearance required prior to appointment. All appointees must complete the *On My Honour* online training module prior to appointment.