

National Assembly Co-Chair and Secretary Open Call

The National Assembly is taking place in the Helix on Saturday 21st March 2026.

We are seeking expressions of interest from members aged 18 to 25 years who wish to apply to be National Assembly Co-Chair.

We are also seeking expressions of interest from members over the age of 18 who wish to apply for the role of National Assembly Secretary.

National Assembly Co-Chair

The Co-Chairs of the National Assembly are responsible for ensuring that the Assembly operates effectively, inclusively, and in alignment with the principles of Scouting Ireland and youth-adult partnership. The Co-Chairs facilitate discussion, ensure fair process, and oversee the business of the Assembly. The Co-Chairs facilitate the Assembly's work, ensure high quality, respectful engagement, and channel the outputs of the Assembly to the appropriate teams and subcommittees. The Co-Chairs will present updates of actions and progress at relevant national events.

It is envisaged that the Co-Chairs will represent both new and emerging youth talent and more mature scouter with detailed constitutional and ways of working knowledge of Scouting Ireland. This blend will ensure that we reflect the new and old ways of working and design a modern path forward. The National Assembly will have two Co-Chairs, a member of Rover age (Rover or Rover/Scouter aged 18 – 25 years) and an Adult Scouter. For the 2026 edition of the National Assembly, the Adult Scouter Co-Chair will be filled by the Chief Scout.

Profile of Co-Chair

- Experienced Rover/Rover Scouter in good standing.
- Commitment to youth leadership, safety, and demonstrating our Scouting Values.
- Strong moderation, mediation, facilitation and detailed procedural knowledge.
- Ability to work collaboratively with youth members.

For more information see the [Co-Chair of National Assembly – Terms of Reference](#).

National Assembly Secretary

The Secretary provides a neutral and independent secretariat support to the Assembly to ensure it operates in an inclusive well-documented and effective advisory form for Scouters. The Secretary's focus is on coordination of records, quality of information, compliance and transparent communication in accordance with Scouting Ireland's Constitution. The Secretary of the Assembly is an administrative support role within the advisory forum and does not constitute a constitutional office of Scouting Ireland. The term "Secretary" in the Scouting Ireland Constitution refers specifically to the Company Secretary.

Profile of Secretary

- Experienced Adult Scouter or Rover/Rover Scouter in good standing.
- Essential:
 - Minute-taking and summarising
 - Attention to detail for accurate recording of presenter details.
 - Agenda planning
 - Governance literacy
 - GDPR & confidentiality
 - Facilitation support
 - Plain English language writing
 - Digital collaboration tools.
 - Compliant with garda vetting/access NI, and Scouting Ireland Safeguarding Policies.
- Desirable:
 - Youth participation practice
 - Equality, diversity & inclusion
 - Risk awareness
 - Project management.
 - Demonstratable previous related experience in a similar role.
 - Ability to work collaboratively with youth & adult members.

For more information see the [Secretary of National Assembly – Terms of Reference](#).

Application Process

Applications will be accepted through the current open call. You can make a submission [using this form](#). Applications will close on 23rd January 2026 at 23:59. Depending on the applications received, an interview panel may be convened.