

	Gasóga na hÉireann / Scouting Ireland			
	No.	Issued May 2026	Amended	Next Review Date
	Category:			
	Early Years Team Member — Open Call			

Related Documents

Revision Schedule		
Revision	Date	Description
1	TBD	Initial Release

⚠ ADULT VOLUNTEER ROLE — Open to persons aged 18+ only. All appointees must hold valid Garda Vetting / Access NI clearance per Scouting Ireland's Child Safeguarding Policy.

Description

Early Years Team Members support the Early Years Team Lead in planning and delivering Scouting Ireland's national Early Years (4–6) pilot programme. Team Members take on defined areas of responsibility — including programme materials development, pilot Group support, training delivery, and evaluation — working collaboratively as a small, dedicated national voluntary team.

Eligibility

- Aged 18 or over at date of application.
- Current Scouting Ireland member, or willing to register prior to appointment.
- Valid Garda Vetting / Access NI clearance held
- Willing to adhere to Scouting Ireland Code of Conduct and all relevant policies.
- Active Scouter in good standing with Scouting Ireland, aged 18+, with a commitment to early years provision and youth-centred Scouting. Must hold valid or be willing to obtain Garda Vetting / Access NI clearance per Scouting Ireland's Child Safeguarding Policy.

Tenure

Initial term: Aligned to the pilot programme duration — approximately 2026–2027, or until the project concludes.

Extension: Subject to satisfactory performance and Early Years Team Lead / Programme Team agreement, involvement may extend into Phase 2 (24+ Groups) if approved by the Board.

Handover: A structured debrief will take place at the end of the pilot to capture learnings and support continuity into any subsequent phases.

Accountability & Support

Team Members are accountable to and supported by the Early Years Team Lead and the National Programme Team. All appointees must adhere to the Project Team Code of Conduct. Approved expenses are reimbursed per the Scouting Ireland Financial Handbook. Onboarding and role-specific guidance is provided before commencement, with ongoing support from the Team Lead and Programme Team. A debrief will take place at pilot conclusion to shape future phases.

Early Years Team Members contribute to development, support, and evaluation. Final decisions on programme direction, pilot parameters, and roll-out remain with the Programme Core Team.

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

Experience & Knowledge

Criteria	E	D
Active Scouter in good standing with Scouting Ireland	✓	
Commitment to early years development, play-based learning, and youth-centred Scouting	✓	
Ability to work collaboratively in a small voluntary team with a shared purpose	✓	
Background or experience in early years education, teaching, childcare, or youth work		★
Familiarity with WOSM's GPS for Programme Development.	✓	
Experience developing programme resources, training materials, or volunteer guidance		★
Familiarity with the SPICES framework, Scout Method, or early years educational approaches	✓	

Skills & Abilities

Criteria	E	D
Ability to contribute meaningfully within a flexible, voluntary team structure	✓	
Good written communication and ability to create clear, accessible materials for volunteers and parents	✓	
Ability to work collaboratively and independently, including in virtual/remote settings	✓	
Skills in one or more of: content creation, training delivery, data/evaluation, Group support, or communications.	✓	
Proficiency with online communication and virtual meeting platforms		★
Report writing and documentation skills		★

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	✓	
Aged 18+ with valid or willingness to obtain Garda Vetting / Access NI clearance	✓	
Completion of or willingness to undertake Scouting Ireland safeguarding training	✓	
Commitment to ongoing personal and professional development		★

Responsibilities

- Contribute to programme materials development: session plans, SPICES mapping, leader guides, and parent resources, ensuring materials are age-appropriate and aligned to the Scout Method.
- Act as a dedicated support contact for assigned pilot Groups, providing encouragement, practical guidance, and troubleshooting throughout delivery.
- Assist with the delivery of micro-learning training and onboarding sessions for pilot Group Scouters.
- Contribute to evaluation and monitoring: assist with the collection, review, and analysis of pilot feedback and outcome data.
- Ensure Scouting Ireland policies, safeguarding requirements, and pilot governance standards are upheld in all team activity.
- Contribute to team communications: help document and share the pilot's story with the wider Scouting Ireland membership.
- Participate constructively in team meetings and contribute to shared workplans and agreed actions.
- Submit input to progress reports and evaluation summaries as requested by the Team Lead.

Role Competencies

- Contributes reliably to the team, taking ownership of assigned workstream tasks and following through on commitments.
- Works with a positive, inclusive approach that strengthens team culture and supports fellow team members.
- Contributes to a shared vision of high-quality early years programme materials, pilot Group support, and evaluation
- Raises difficulties or concerns with the Team Lead constructively and in a timely manner.

Teamwork

- Works effectively as part of the Early Years Team and independently on assigned workstream tasks.
- Builds effective working relationships within the team; demonstrates commitment to the Scout Promise, Law, and method.
- Supports fellow team members by participating actively, sharing skills, and contributing positively to a small collaborative team.
- Personally honest and trustworthy; acts with integrity in all team interactions.
- Able to operate respectfully in a voluntary, collaborative team environment.

Assigned Duties

- Contribute to assigned workstream(s) in line with Scouting Ireland policies and the pilot governance framework.
- Attend Early Years Team meetings (monthly virtual; periodic in-person) and contribute actively to team planning.
- Respond to pilot Group support requests within agreed timeframes and proactively flag issues to the Team Lead.
- Contribute to programme review and refinement cycles between pilot phases as requested.
- Other duties that may arise relevant to the Early Years pilot, as agreed with the Team Lead.

Attendance & Reviews

Team Members must attend scheduled Early Years Team meetings (monthly virtual; quarterly in-person where practicable). If unable to attend, advance notice must be given to the Team Lead. Consistent non-attendance will be reviewed and may result in a discussion about continued involvement.

Performance in the role will include delivery of assigned workstream tasks, quality of contribution to pilot materials and Group support, responsiveness to feedback from the Team Lead, and ability to work constructively as part of a small voluntary team.

Performance reviews are conducted with the Team Lead every six months. 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 an initial discussion with the Team Lead. A Team Member may also voluntarily step down at any time with reasonable notice to allow an orderly handover.

How to Apply: Submit via the Scouting Ireland Online Application Form.

Demonstrate clearly how you meet the essential and desirable criteria. Please indicate which workstream(s) you are most interested in contributing to: programme materials, Group support, training delivery, or evaluation.

Minimum Age: 18 years at date of application.

Vetting: Garda Vetting / Access NI clearance required prior to appointment.