	Gasóga na hÉireann / Scouting Ireland			
	No.:	Issued:	Amended:	Next Review Date:
	Category: External Representatives – Terms of Reference			
	Office of the Chief Scout			
	Related Documents: National Youth Representatives - Election Process			
Revision	Date		Description	
1	January 2023		Draft Document	

Description

External representatives will work closely with the Chief Scout, National Youth Representatives and International Ambassador to represent Scouting Ireland externally. These external representatives will be aged 18-30

Duration of Term Duration:

12 months

There will be an annual open call for this group.

Aims of the Team:

1. Represent the views of Youth Members of Scouting Ireland externally..

Accountability

All external representatives will be accountable to the Chief Scout or their assigned delegate. All National Youth Representatives must adhere to the standard code of conduct and will receive a Letter of Appointment. The budget will be worked in conjunction with the Chief Scout and the International Ambassador to be approved by the Board of Directors.

Reviews

Reviews will be conducted every six months in conjunction with the Chief Scout.

Assigned Duties

1. Represent Scouting Ireland externally.
2. Write a report (using the designated format) of all external representations which should be presented to the Chief Scout and where relevant the international ambassador.
3. Represent the values of Scouting, the position of Scouting Ireland and the views of youth members.
4. Complete a report as a team every 2 months for the Chief Scout to present to the board.

Meetings

The team will meet a minimum of six times per year either in person or online. A communication channel will be set up for the purpose of communication in between meetings to organise representation and as a support mechanism and allow for peer to peer mentoring.

Supports

The external representatives will be given specific training before starting their role on aspects of the function of the team [this will be given in conjunction with the National Youth Representatives]. In addition, they will get regular support from the Chief Scout and International Ambassador. At the completion of their term, the members will be debriefed on their experiences so that they will shape future external representative teams.

Additional Information

• The Chief Scout or International Ambassador may request additional duties to be assigned to the national youth representatives.
• The terms of reference can be subject to change by the Chief Scout and International Ambassador, by mutual agreement.
• 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.