Scouting Ireland, National Office, Larch Hill, Dublin 16, Ireland.
T: 01 4956300 | F: 01 4956301
www.scouts.ie

Terms of Reference: Camp Chief (Team Lead) - Scouting Ireland Jamboree 2028

Overview and Context

Position: Camp Chief (Team Lead)

Event: Scouting Ireland Jamboree 2028

Theme: "Festival of Scouting"

Duration: Full planning cycle through to post-event clean-up (estimated 3 years, part-time planning/full-time during event and immediate pre/post-event phases).

Location: To be confirmed (various planning locations, primary site during the event).

Event Scale: Approximately 5,000 participants (Youth and Adult), with a target of 15% international participation.

The Camp Chief/ Team Lead is the senior volunteer leader responsible for the overall success, delivery, and management of the Scouting Ireland Jamboree 2028. This role requires exceptional leadership, strategic vision, and the ability to manage a large, diverse volunteer team to deliver a world-class, safe, and memorable "Festival of Scouting."

Reporting Structure

- **Direct Operational Report:** Programme Department Manager (for day-to-day planning and execution alignment).
- **Formal Governance Report:** Quarterly written reports to the **Scouting Ireland Board** (covering progress, risk, finance, and key decisions).

Key Responsibilities

1. Strategic Leadership and Vision

- Develop and champion the vision for the "Festival of Scouting" theme, ensuring it is woven into all aspects of the Jamboree experience.
- Establish the strategic goals, objectives, and overall operational framework for the Jamboree, aligning with Scouting Ireland's mission and values.
- Lead the planning process from concept to delivery, ensuring the event meets the target of **5,000 participants** and **15% international involvement**.
- Act as the **public face** and primary spokesperson for the Jamboree.

2. Team Management and Development

- Recruit, appoint, and lead the **Jamboree Management Team (JMT)**, fostering a collaborative, motivated, and high-performing environment.
- Directly manage the following JMT Leads:
  - Programme Lead
  - Sub Camp Lead
  - Jamboree Support Team Lead (Volunteer Staff)
  - Construction & Site Services Team Lead
  - Stores & Inventory Lead (QM)
  - Food Services Lead
  - Administration Lead
  - Finance Lead
  - EHS Lead (Environmental, Health, and Safety)
  - PR & Communications Lead
  - Design Lead
  - Sustainability & SDG Lead
- Conduct regular JMT meetings, setting clear deliverables, and holding team members accountable for their respective areas.

3. Governance, Finance, and Risk Management

- Oversee the **Finance Lead** to develop and manage the overall Jamboree budget, ensuring financial viability and adherence to Scouting Ireland's policies.
- Ensure all statutory and governance requirements are met, including regular formal reporting to the **Scouting Ireland Board** (Quarterly Written Reports).
- In partnership with the **EHS Lead**, implement comprehensive risk management and crisis communication plans, prioritizing the **safety and well-being** of all participants and staff.

4. Operational Delivery

- Work with the **Construction & Site Services Lead** to select and develop a suitable event site capable of safely hosting **5,000 people**.
- Oversee the **Programme Lead** and **Sub Camp Lead** to ensure the delivery of a diverse, high-quality, and age-appropriate programme that reflects the "Festival of Scouting" theme.
- Monitor progress across all functional areas (e.g., catering, logistics, administration, communications) to ensure timely and effective project delivery.
- Champion the work of the **Sustainability & SDG Lead** to embed environmentally conscious and socially responsible practices throughout the event's planning and execution.

Essential Qualifications and Experience

- Proven experience in a senior leadership or management role, ideally within a large-scale event, festival, or complex project environment.
- Exceptional leadership and motivational skills with a track record of successfully managing large, diverse volunteer teams.
- Strong strategic planning, budget management, and risk assessment capabilities.
- Excellent written and verbal communication skills, including experience in formal reporting to a Board or high-level governance structure.
- A comprehensive understanding of Scouting Ireland's ethos, structures, and youth development principles.

Desired Attributes

- Experience in managing projects with an international dimension.
- Familiarity with the logistics required for temporary event infrastructure (site services, catering, accommodation).
- A **proactive, solution-focused approach** with the resilience to manage high-pressure situations.
- A commitment to the principles of **sustainability** and promoting the UN Sustainable Development Goals (SDGs).