

	Gasóga na hÉireann / Scouting Ireland			
	No.: CSD-TOR-25 Sionnach/Peak Team	Issued: 12th November 2021	Amended: n/a	Next Review Date: 31st October 2022
	Category: Project Team – Terms of Reference			
	Corporate Services Department: Sionnach/Peak Project Team			
Related Documents:				
Revision	Date	Description		
1	12 th November 2021	Document Issued		

Description

The Sionnach/Peak Project Team will be a project team formed for the purpose of planning, organising and delivering the four events in 2022 and also the associated planning and training. Individuals with relevant and appropriate experience may apply for the Sionnach & PEAK team through the open call process. A Project Team Lead will be appointed by the Core Team Corporate Services Department and will lead this Project Team.

Duration of Term

Project Team duration: 12 months

Commencing: 1st December 2021

Termination: 30th November 2022

Aims of the Team

The Sionnach/Peak 2022 Project Team aims are as follows:

- To deliver one Peak Hillwalking and Training event and a series of three Sionnach Hillwalking and Training events in 2022 that meets the organisation's objectives together with associated planning and training as necessary.
- The Project Series Team lead, event leads and support team members work collaboratively to deliver safe, quality, and educational events to members of the Scout and Venture scout section.
- To assist the series Team Lead in meeting the rationale and objectives of the event as set out below.

Rationale

The Sionnach/Peak Project Team is a key and central program team to support Scouting Ireland's mission to enable and empower young people and adults to realise their potential in the outdoors and particularly in the mountain environment.

Emphasis is put on teaching and developing the Skills like leading a group, teamwork, planning, project management, dealing with difficulties & weather, packing, budgeting, first aid, cooking, navigation, building structures, volunteerism using the mountain environment as a classroom to teach the skills in a safe environment.

The Team operates within the framework of the 8 interconnected components of the Scout Method using adults that are trained and authorised by Scouting Ireland, operating within the guidelines for Mountaineering Ireland and adhering to team members handbook.

Objectives

- To run challenging mountaineering events to the highest Scouting Ireland standards and best practice in relation to safety and best practice in mountaineering
- To ensure that the events are staffed and overseen by suitable qualified, skilled, and experienced scout leaders who have the appropriate and recognised Mountaineering Training and mountaineering experience
- Ensure the continued success of the Sionnach and PEAK program through encouragement and development of the new and less experienced staff through coaching, mentoring and appropriate mountaineering training.
- Support Scout troops and leaders with skills training and fun and informative activities for safe operation in the Mountains both here and abroad.

Accountability

All persons on the Sionnach/Peak 2022 Project Team will be accountable to the Corporate Services Department through the Project Team Lead.

All members of the team must adhere to the Project Team Code of Conduct and will receive a Letter of Appointment.

The project budget will be approved by the Core Team of Corporate Services Department and the Project Team Lead and Project Manager (Events and Conferences) will administer the budget and monitoring spending associated with this event and team.

Reviews

Reviews will be conducted at the end of term of the project by Project Team Lead in conjunction with the Project Manager (Events and Conferences) and submitted to the Corporate Services Department Core Team for consideration by report and/or teleconference as required.

Reports and reviews should be submitted to the Corporate Services Department Core Team within 6 weeks of the completion of the project.

Team Roles

The following roles will be initially recruited for:

Sionnach / PEAK Team Lead

Working with the relevant department support team members and the wider Sionnach & PEAK, (event leads and support staff) to select a location for the events, create and submit a budget, and work within this budget to achieve the project requirements. To work with the Project Manager (Events & Conferences) to develop and deliver the event plan.

To be responsible for the event's adherence to Scouting Ireland's policies, relevant laws and regulations, and sector best-practice as applicable. To develop a health and safety plan for the events and ensure all health and safety measures are being followed during the event.

Event Support team (Event Leads and support staff)

Event leads: To support the Project Team lead, by leading the individual events within the series, delivering a safe challenging event meeting the aims set out above.

Support Staff: To support the event leads with the individual events within the series a safe challenging event meeting the aims set out above.

Further roles may be introduced by agreement between the Sionnach/PEAK team Lead and Project Manager (Events and Conferences) and subject to approval by the Corporate Services Department Core Team.

Meetings

Project Team meetings will be held monthly or more frequently as required. These meetings will be supported by the relevant department support team. Minutes of team meetings including action lists will be shared with the Corporate Services Department.

Additional Information

- Meetings will be conducted via teleconferencing platform and/or in person as appropriate.

- Additional project team roles and or changes to the team structure may be agreed between the Corporate Services Department Core Team and the Sionnach / PEAK team lead as necessary
- The Scouting Ireland Financial Handbook must be adhered to
- All individuals appointed will be required to complete and agree to a verification process
- All individuals appointed to the project team must be formally approved by the Corporate Services Department Core Team
- The work of the project team must support Scouting Ireland's Strategy
- The work of the project team must not compromise the company's risk register
- The work of the project team must be in line with good governance

Measurable

- Plan, organise and deliver a Sionnach/Peak programme series for 2022
- Ensure that the event standards are suitably challenging for members of the Scout and Venture section
- Ensure there is a clear defined relevant programme delivering on the aims of Scouting Ireland's Scout programme linked to agreed programme objectives
- Adhere to the budget agreed by the Corporate Services department core team
- Ensure a Health and Safety plan and risk register is in place for the events
- Submit a report to the Core Team CSD following the series review which should include recommendations for subsequent series
- 75% of participants 'satisfied' or better

Apply

Please click [HERE](#) to apply