

	<b>Gasóga na hÉireann / Scouting Ireland</b>			
	<b>No.:</b>	<b>Issued:</b>	<b>Amended:</b>	<b>Next Review Date:</b>
	<b>CSD –TOR – 27 MPC Team</b>	<b>19<sup>th</sup> November 2021</b>	<b>NA</b>	<b>1<sup>st</sup> July 2023</b>
	<b>Category: Project Team – Terms of Reference</b>			
<b>Corporate Services Department: Mountain Pursuit Challenge Team</b>				
Related Documents:				
Revision	Date	Description		
1	19 <sup>th</sup> November 2021	Document Issued		

## Description

The Mountain Pursuit Challenge Team will be a project team formed to deliver the Mountain Pursuit Challenge (MPC) events (4 events annually) for the Scout programme section. Individuals with appropriate experience interested in joining the team and staffing the events can apply through an open call. 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:** 18 months

**Commencing:** 1<sup>st</sup> January 2022

**Termination:** 30<sup>th</sup> June 2023

## Aims of the MPC Team

The MPC Team aims are as follows:

- To plan, deliver, review and report on the four Mountain Pursuit Challenge events in annually.
- The initial team will deliver 6 events from January 2022 to June 2023 and revert to 4 events annually thereafter

## Accountability

All persons on the Mountain Pursuit Challenge Team will be accountable to the Core Team and department manager or their delegate, 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 team.

## Reviews

Reviews will be conducted at the end of term of the project by the 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 Core Team within 6 weeks of the completion of the project.

## Team Roles

All team members of the MPC team lead must have access to good quality and suitable hillwalking/camping equipment required for such an event. As MPC events are held in remote locations across the country, team members should own or have access to a suitable form of transport.

The following roles will be recruited for:

### **MPC Team Lead**

The MPC team Lead shall be an experienced hillwalker and must have experience of assisting in the planning and delivery of MPCs or similar events under the auspices of Scouting Ireland. Possession of an award approved by Mountain Training Board of Ireland and/or Stage 8/9 of the Hillwalking Adventure Skills Programme as well as a suitable first aid certificate (e.g. REC Level 3) is desirable.

Working with the relevant department support team member, (support staff) and wider MPC team to select a location for the event, 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 SI policies, relevant laws and regulations, and sector best-practice as applicable. To develop a health and safety plan for the event and ensure all health and safety measures are being followed during the event.

## **MPC Event Support Team**

To support the MPC team lead deliver a safe, challenging events within the series for the participants.

The MPC Team shall comprise of experienced hillwalkers and should have experience of assisting in the planning and delivery of MPCs or similar events under the auspices of Scouting Ireland.

Possession of an award approved by Mountaineering Ireland or Stage 7 or higher in the Hillwalking section of Adventure Skills Programme and/or a suitable first aid certificate (e.g. REC Level 3) is desirable.

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

## **Force Majeure**

If the team Lead is unable to participate in a specific MPC, he/she shall nominate another team member to manage that event.

The MPC Team Lead (or person nominated as above) shall have absolute discretion to postpone, curtail, alter or abandon an MPC in the event of inclement weather, accident or other emergency to manage and reduce risks.

## **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 Core Team and Department Manager for consideration.

## **Additional Information**

- Meetings will be conducted via teleconferencing platform and in person as appropriate.
- Additional project team roles and or changes to the team structure will be defined and agreed by the Corporate Services Department Core Team and the MPC 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

- Deliver one MPC event in each province during 2022 commencing with events in Munster and Leinster in Spring/early Summer and events in Connaught and Ulster in the Autumn with two additional events in Spring and Summer 2023.
- Each event to cater for a maximum of 20 teams, each comprising a maximum of 4 scouts and one Scouter from the participating troops with a general limit of one team per Group.
- Adhere to the budget approved by the Corporate Services department Core Team
- Ensure a Health and Safety plan and risk register is in place for events in the series
- Ensure there is a clear defined relevant programme delivering on Scouting Ireland aims or part of its aims
- Ensure that the event standards are suitably challenging for members of the Scout section
- 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