

Chair of Board of Trustees

Volunteer Vacancy Pack



Scouts
NI



Welcome

Thank you for taking the time to look at this exciting opportunity to join Scouts NI as Chair of the Board of Trustees.

Scouting in Northern Ireland is an adventure - one filled with purpose, impact, and the chance to make a real difference in the lives of young people and the communities we serve. Being part of Scouts NI means playing a key role in something that really matters, supporting over 8,000 young people and 2,500 volunteers across Northern Ireland as they gain Skills for Life.

This pack gives you a sense of who we are, what we are working towards and how the Board helps make that happen. The Board plays a vital part in guiding and supporting our volunteers and staff, helping us stay focused on our values of integrity, respect, care, belief and cooperation and shaping a stronger future for young people through Scouting by making them the best that they can be.

Whether you bring experience from within Scouting or a fresh perspective from another sector, we hope you will feel inspired to join us and help lead the next chapter of our journey.

If you would like to have an informal chat about the role please email stephenbell@scoutsni.org - to arrange a suitable date and time.

Thank you again for your interest in applying to be part of our fantastic team in Scouts NI.



Stephen Bell
NI Chief Volunteer



About us

The purpose of Scouting is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. We are committed to building a Board that reflects the diversity of the young people and volunteers we serve.

The role of the Northern Ireland Scout Council ('the Council'), is to support the NI Chief Volunteer in delivering the vision and strategic priorities of The Scout Association across NI.

Trustee Board

The management of the Council's business and affairs is the responsibility of the Trustee Board. Its members act as Charity Trustees and have the authority to oversee the Council's operations and ensure they align with its charitable objectives. It is made up of office-bearers, Sub-Committee chairs and elected members, including places reserved for youth representatives.

Trustees are responsible for making sure that the Council's resources are used solely to benefit Scouting in NI, supporting its delivery, development and sustainability. They have the fullest powers to administer and manage the Council's affairs in furtherance of its charitable purposes, provided that the Council's assets are to be applied solely for the purposes, management and administration of Scouting in NI.



Scouts NI Leadership Team

The Northern Ireland Leadership Team exists to:

- Provide formal leadership to all of Scouting operating within the 14 Scout Districts within Northern Ireland to ensure the successful delivery of our Skills for Life strategy.
- Provide strategic leadership and inspiration to volunteers who lead, manage and deliver Scouting within NI.
- Provide support, encouragement and prioritisation to ensure that UK Scouting's strategic objectives are achieved within all Scout Groups and Districts operating within NI.
- Operate as part of the UK Headquarters team, championing and influencing the strategic design and development of UK Scouting's programme, policies and services on behalf of members within Northern Ireland.

How do we do this:

In Northern Ireland we provide leadership via four Regional Lead Volunteers to our Scout Districts through 14 District Lead Volunteers whose role is to inspire, encourage and support their Group Lead Volunteers and their teams to achieve Scouts NI and UK Scouting's strategic objectives by focusing on those priorities identified within the Scouts NI Leadership Team and the Board of Trustees.



Our Strategic Plan

The Board of Scouts NI has set out its Strategic Plan for the year 2025-26 to cover the final stages of The Scout Association's Strategy Skills for Life.

Our Mission

Widening participation of young people and adults in Scouting.

Our Vision

- Become the largest uniformed organisation in Northern Ireland. This should be driven by diversity, equity and inclusion.
- To provide the best Scouting for the young people of Northern Ireland.
- To provide the best support and environment for our adult volunteers Based on our core values of integrity, respect, care, belief, cooperation.

Under Three Major Themes

Quality

Safety

Stability

Goals that we expect to deliver by the end of 2025/26:

- Addressing the challenges of Transformation.
- Enhancing communication and clarity.
- Fostering commitment and accountability.
- Supporting leaders and volunteers.
- Encouraging youth engagement and development.
- Promoting a positive culture and collaboration.

How can you Help?

We are looking for someone with the ability to motivate, communicate and inspire. If you want to give something back to the community, this role is for you.

As Chair of the Board of Trustees, Scouts NI, you will play a significant part in leading the strategic direction of the Scout Movement across Northern Ireland. You will work with a range of volunteers and staff members to ensure our core values are upheld at all times. This is a pivotal and rewarding leadership role for someone excited by the challenge of guiding a well-established charity through its next phase of growth, transformation and impact.

This pack includes the role description and person specification for the Chair of the Board of Trustees, Scouts NI.

If you believe you are the **right person for this role**, please complete the application form and return it to stephenbell@scoutsni.org.

If you would simply like to **discuss the role**, please get in touch with us via stephenbell@scoutsni.org.

Alternatively, if you are not personally interested in this role but **know someone who might be**, please forward their name and contact details to stephenbell@scoutsni.org.

Purpose of the Role

The Chair of the Board of Trustees, Scouts NI, plays a key leadership role in ensuring the effective governance and strategic direction of a vibrant, dynamic movement dedicated to giving young people in Northern Ireland life changing opportunities.

The Chair works closely with the NI Chief Volunteer, Chief Executive, NI Youth Lead, other Trustees and volunteers to ensure the Charity delivers its purpose of empowering young people through-

adventure, community and personal growth. They ensure the Charity complies with legal, regulatory and safeguarding responsibilities and that its activities align with the core values of the Scouts.

Responsible to:

NI Scout Council

Responsible for:

Board of Trustees

Main contacts:

NI Chief Volunteer

NI Chief Executive

NI Youth Lead

Trustees

NI Leadership Team

NI Staff, RLVs and DLVs

UK Staff and Volunteers



Appointment Requirements

Complete the appointment process (including acceptable personal enquiries and acceptance of The Scout Association's policies), including a disclosure check. Completion of applicable Scout Association learning modules.



Main Tasks

Leadership and Governance

- Lead the Board in providing strategic direction and governance for Scouts NI, ensuring accountability to the Council.
- Uphold the organisation's commitment to developing young people's potential and creating inclusive opportunities for all, grounded in our core values.
- Ensure compliance with the Charity Commission for Northern Ireland requirements and all relevant legislation.
- Champion a culture of safeguarding and risk awareness, actively promoting the safety and welfare of all young people involved in Scouting.

Board Management

- Chair Board meetings effectively, ensuring active participation from Trustees with diverse backgrounds and perspectives. Scouts NI and its Board are committed to including the Voice of Young People in all decision-making processes.
- Collaborate with the NI Chief Volunteer, Chief Executive and key leadership teams to set agendas, guide discussions and ensure decisions reflect Scouts NI's strategic priorities.
- Oversee Trustee recruitment, induction and ongoing development, fostering a culture of inclusivity and shared responsibility.
- Lead the Board in regular self-evaluation, audit processes and succession planning to ensure continuous improvement and effective governance.

Strategy and Risk Management

- Drive the development and ongoing monitoring of long-term strategies, ensuring Scouts NI continues to deliver impactful and relevant programmes.



- Maintain oversight of the Board's Risk Register, addressing key risks including safeguarding, operational and financial risks.
- Evaluate the organisation's performance and monitor its contribution to the Scouts NI community and the broader movement across the UK.

Relationship with Chief Executive

- Provide management, oversight and support to the Chief Executive, maintaining a strong, constructive working relationship that aligns operational delivery with strategic vision.
- Ensure regular performance reviews and develop a strong, collaborative relationship to enhance organisational leadership and strengthen accountability.
- Act as an advisor to the Chief Executive while maintaining clear boundaries, independence and ultimate accountability as Chair.

Stakeholder Engagement

- Act as a public face of Scouts NI, representing the Charity at key national and local events, including engagement with volunteers, partners, funders and community leaders.

- Strengthen relationships with key stakeholders, including The Scout Association, funders, local Scout Groups and volunteers across NI.
- Foster partnerships that help the Charity achieve its goals and increase opportunities for young people.

Financial Oversight

- Safeguard the financial health of Scouts NI through robust and effective budgeting, financial reporting and sustainable resource management.
- Lead the Board's scrutiny of financial plans and monitor the Charity's performance against its budget and strategic goals.
- Oversee financial compliance, including the timely submission of accounts to the Charity Commission for NI.

Governance

- Make sure that the Board and its Committees fulfil their responsibilities within the Constitution, Bye-Laws, Policies, Charity law and any other relevant legislation.
- Be an active Trustee - use your skills, knowledge and experience, to help us be the best that we can be in achieving our goals.
- Be prepared to make informed decisions, where appropriate, between Board meetings when it is in the best interests of Scouts NI and within the remit of Chair.



Meetings

- Focus Board agendas on strategic priorities and ensure meetings are effective, efficient and fair.
- Provide Trustees with timely, clear information to support informed decision making.
- Allocate sufficient time to discuss complex or sensitive issues, encouraging a range of views to be heard.
- Ensure all decisions taken serve the best interests of the Charity.

You will also...

- Join Scouts! *(If you are not already a member)*
- Communicate purposefully, clearly and efficiently.
- Always act with integrity, upholding the best interests of Scouts NI.
- Champion our vision, mission and values.
- Accept the legal duties, responsibilities and liabilities of being a Trustee and adhere to the ethical standards outlined in Nolan's principles: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Follow the 'Guidance for Charity Trustees' from the Charity Commission for NI.
- Commit to ongoing training and development to support your role effectively.
- Participate in an induction programme and access ongoing support designed to help you succeed as Chair.

Person Specification

Essential

- Experience in a leadership role within a Charity, youth, or public sector.
- A passion for supporting the personal development of young people and a commitment to the values of Scouts NI.
- Understand and have experience of the governance requirements and legal responsibilities of Charity Trustees under NI law.
- Strong communication skills.

Desireable

- Prior experience in a youth or volunteer focused organisation.
- Familiarity with Scouting and its purpose.

Appointment Team

Appointments are typically for an initial **three-year term**, with the possibility of a further term of three years subject to a satisfactory appraisal and Council approval.

Time Commitment

The role is a key role within Scouting in NI. The role includes attending all meetings of the Trustee Board (*normally four per year*), plus the Annual General Meeting. The role includes chairing meetings of the Executive Subcommittee of the Board (*up to four per year*). Preparatory meetings with the Chief Executive and NI Chief Volunteer. **Other commitments required to fulfil the role.**

Appointment Process

To apply for the role of Chair please complete the following application form: [Chair of Board of Trustees - Application Pack](#)

27/06/2025 - Launch recruitment process via e-news and socials.

25/07/2025 - Closing date for applications.

04/08/2025 - Shortlisting meeting.

11/08/2025 - Interviews.

24/09/2025 - Appointee to take up role (Scouts NI AGM)

Further information on Scouting:

www.scoutsni.org
www.scouts.org.uk



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