



Abbreviations

AC = Area Commissioner

APL = Assistant Patrol Leader

ATOC = Adult Training and Outdoors Committee

B-P = Lord Baden Powell

C1 = IGG Camp and Holiday Form

C4 = IGG International Travel Form

CEO = Chief Executive Officer

CGI = Catholic Guides of Ireland

CIGA = Council of Irish Guiding Associations

CO = Camp Officer

DC = District Commissioner

IGG = Irish Girl Guides

IA = Indoor Advisor

ISGF = International Scout and Guide Fellowship

ITGNC = Irish Trefoil Guild National Council

JC = Junior Campcraft

JIL = Junior Indoor Licence

MO = Medical Officer

MEDI Membership, Equality, Diversity and Inclusion Committee

NO = National Office

NPT = National Programme and Training Committee

NWCI = National Women's Council of Ireland

NYCI = National Youth Council of Ireland

OA = Outdoor Advisor

OGM = Online Guiding Manager

PL = Patrol Leader

PLC = Patrol Leader Council



PR = Public Relations

QM = Quarter Master

RC = Regional Commissioner

RCM = Regional Committee Member

RDO = Regional Development Officer

SB = Senior Branch

SC = Senior Campcraft

SIL = Senior Indoor Licence

TG = Trefoil Guild

UCP = Unit Contact Person

WAGGGS = World Association of Girl Guides and Girl Scouts

WOSM = World Organisation of Scout Movements



Irish Girl Guides Glossary

Accident Report Forms - are available from DC/NO or can be downloaded from the IGG website

Assistant Patrol Leader – The Guide who is personally chosen by the PL to help her and stand in for her when she is absent

Adalia – a name used for a Ladybird Leader.

Adult Health Form – form required for all adults on overnight events to complete

Adventures - the 6 areas of the Journey programme

Area - division of one of the seven administrative regions that IGG are divided into

Badge Tab – a piece of navy material worn by Leaders to hold pin badges.

Belong Badges – Promise pin, World Trefoil pin, Igg membership pin, Brownie Emblems, Guide Patrol badges, Region badges, Unit name tabs, Guide Patrol Leader/ APL, Brownie Sixes /Seconders pins

Branch Day/Weekend - National training event for Leaders at which each Leader receives Branch specific training.

Branches – the different age groups categories within the Irish Girl Guides.

Bronze Star - the name given to the Local Level Award Pathway and Specialised Pins of the Senior Branch Journey Programme

Brown Owl – a name used for a Brownie Guide Leader.

Brownies – a member of IGG aged from 7 - 10 years.

Brownie Revels – a fun event when Packs join together for a day or afternoon

Brownie Ring - The ring formation used for opening and closing ceremonies and formal occasions

Camp – holidays under canvas

Campfire – Singing songs ideally out-of-doors around a campfire in the evening

Camp Officer - (CO) the leader in charge of a camp

Cape - The Ladybird's superhero powers are reflected on the rainbow-coloured superhero cape. The development of this cape is illustrated on the three different Ladybird Journey Badges

Captain – a name used for a Guide Leader

Census – an annual census of members of the Irish Girl Guides is taken on 31 January every year. Payment of National Membership fee is required at the same time

Ceremonies – are used by all Branches. The most frequent being opening, closing and Promise ceremonies

CIGA (Council of Irish Guiding Associations) - which is made up of the Irish Girl Guides and the Catholic Guides of Ireland (on behalf of their members' resident in the Republic of Ireland). IGG is a member of WAGGGS through CIGA.

Change Adventure – this is one of the 6 Adventures in the Journey Programme

Chief Commissioners' Award – a challenging cross-country expedition for Senior Branch teams lasting up to 5 days, which is held every other year



Choice Challenges – the “pick and choose” section of each Journey Programme These can be found on OGM and the Leaders Journey Planner

Coccinella – a name used for a Ladybird Leader.

Code of Ethics and Good Practice – outlines clear procedures for matters related to the protection of children and adults

Colour Party – the group of 2 or 3 people responsible for carrying, raising and lowering the flag.

Colours – flags.

Commissioner – a warranted Leader with a specific responsibility e.g. District, Area, International.

Community Challenges - this is one of the 6 Adventures in the Journey Programme. In Brownies and Guides this Adventure is called Teamwork Adventure

Company – a name often used for a Guide Unit.

Compulsory Challenges – the core parts of each Journey Programme

Cookout – an event where meals are cooked out-of-doors

Data Protection - IGG’s Data Protection Policy explains each Leader’s obligations as outlined in Irish legislation when in dealing with personal data

Detect – the name given to the first year of the Brownie Journey Programme

Detectives – This is the concept behind the Brownie Journey Programme. The Brownies are Detectives who collect gadgets to show that they have achieved each year of the programme

Discover – the name given to the first year of the Ladybird Journey Programme

Distribution Centre – place where uniforms, badges and resources may be purchased.

Drill – a ceremony of marching for Guides.

District – a sub-division of a Guiding Area which is made up of a number of local Units

District Commissioner – DC is elected by the Adult members of the District and is responsible for supporting all Leaders in the District

Diva Badge – can be earned by a Senior Branch member by completing all Ladybird or 20 Brownie or 20 Guide Interest Badges

Enrolment and the Promise Ceremony – when a member states their Promise publicly for the first time

Event Pack – the necessary forms for running an overnight event and useful charts and checklists.

Executive Committee – the national committee responsible for managing the Irish Girl Guides.

Explore – the name given to the third year of the Brownie Journey Programme

Explorers – this is the concept behind the Guide Journey Programme. The Guides are Explorers who collect treasures to mark their accomplishments for each year of the programme

Fly - the name given to the third year of the Ladybird Journey Programme

Gadgets – as a Brownie completes each part of the three years in her Branch programme she is a detective collecting gadgets along the way

Gaisce – the President’s Award is a prestigious Irish Award earned by young people between



the age of 15 and 25 by participating in several activities for a certain period. There are three award levels -bronze, silver and gold

Garden– the shape the Ladybirds stand in for ceremonies.

Global Awareness Adventure – this is one of the 6 Adventures in the Journey Programme

Golden Sun – the name given to the National Level Award Pathway and Specialised Pins Pathway of the Senior Branch Journey Programme

Grow – the name given to the second year of the Ladybird Journey Programme

Good Turn – helping someone without being asked or paid.

Guides – a member of IGG aged 10 - 14

Guide Bag – a blue or pink bag available in DC onto which Guides may sew their badges

Guiding Adventures – this is one of the 6 adventures in the Journey Programme

Guide Sign – a symbol of Guiding throughout the world.

Guides Own – an act of worship or reflection planned and presented by the Guides themselves, or with their leaders

Horseshoe – the shape the Guides stand in for ceremonies.

Hike – a planned walk/trek out-of-doors, usually with a purpose or goal

IGG Online Handbook - outlines the rules and regulations of the organisation and can be found in the Leaders section of the IGG website

Indoor Licence – Qualification held by Leader in charge of an indoor holiday

Indoor Licence Advisor – an experienced Indoor Licence Holder or CO who has fulfilled the criteria and is willing to sharing her knowledge on indoor activities.

Innovator – the name given to the third year of the Guide Journey Programme

Interest Badges –are the badges that complement the core Journey Programme. These badges are earned from Ladybirds to Senior Branch and show that a girl has developed a skill, knowledge and /or interest in a particular area

Insurance – all members of the Irish Girl Guides are insured while engaged in Guiding activities.

Investigate – the name given to the second year of the Brownie Journey Programme

Journey Badge – marks the completion of a stage in the Journey Programme. Each stage has its own Journey Badge

Journey Planner – each Branch has its own Journey Planner for Leaders resource. The Journey Planner provides a suggested activity to go with each Core /Choice Challenge in the Journey Programme. Journey Planner is available in hard copy, on a memory stick from DC's or on OGM

Journey Programme – name of the overall Programme of the Irish Girl Guides

Kit List – a list of the clothing, equipment, etc. needed for an event.

Ladybird Day Out – an annual day out for Ladybird Guides.

Ladybirds – a member of IGG aged 5 - 7 years.

Law – one of the fundamental principles of Guiding, a simple code that its members live by



Leader – a warranted adult member of the Irish Girl Guides who works with a Unit

Leaders' Expenses – out of pocket expenses related to Guiding Activities related to the running of and developing programmes for a Unit

Leadership Team – the voluntary Leaders responsible for the running of a local IGG Unit

Leader Travel Guide - takes you through the details of the Journey Programme for our girls

Lifeskills Adventure – this is one of the 6 adventures in the Journey Programme

Logo – the IGG emblem

Lone members – this refers to members of Trefoil Guild who do not have a Guild nearby and are affiliated nationally

Membership Fee – Annual membership fee paid by all members at the same time as the census, which contributes towards the running costs of the association and resources for Leaders

Membership Costs – include Subscription (subs) to cover the running cost of a Unit,

Medical Officer – (MO) the leader in charge of health and safety at an event

National Awards – the highest awards that can be earned by a member

National Guide Award – highest award of the Journey Programme in Guides

National Office – the headquarters of IGG, situated in Dublin

National Office Staff – staff members in the National office, these staff members are responsible for the overall administration of the organisation and provide the necessary resources and support to all the volunteer Leaders

National Standing Committees – national committees with specific areas of responsibility, e.g. Brownie Guide Branch Committee, Adult Training and Outdoors Committee.

Neckerchief – a triangular scarf worn around the neck

National Conference – event held for Commissioners and Leaders throughout the country to provide information and discussion.

National Outcomes – there are 15 National Outcomes in the Journey Programme broken down into measurable steps to mark progression in each Branch. In the Journey Programme the girls gains specific knowledge, skills, attitudes, behaviours and values what will help her achieve the outcomes

Online Guide Manager – (OGM) IGG's Membership System which helps to reduce administration of all the Unit Records. It also has a number of programme resources that can help you put together great programme. All members of the Unit Leadership team may have access to the system

Outdoor Advisor – an experienced CO who has fulfilled the criteria and is willing to sharing her knowledge on outdoor and indoor activities

Outdoor Adventure – this is one of the 6 Adventures in the Journey Programme

Overall Award Pathway – in the Senior Branch Journey Programme that are three pathways, the first is the Overall Awards which has three levels marked by the Bronze star, Silver Moon and Golden Sun Awards



Pack – a name often used for a Brownie Guide Unit.

Pack Holiday – an event for Brownie Guides involving at least one overnight away from home.

Participation Badges – marks participation in a theme-based activity, special occasion or event such as a Regional event, Giving Girls Confidence or Fun badges

Passport – a small booklet for Brownies outlining their Journey Programme

Pathfinder – the name given to the first year of the Guide Journey Programme

Pathway – after a Senior Branch member has completed her first year of the programme she can choose between three different Pathways: Overall Award Pathway; Specialised Area Pins Pathway and /or Interest Badge Pathway. Senior branch members can move between pathways as they choose

Patrol – a group of six to eight Guides who work under the leadership of one of their peers, the Patrol Leader

Patrol Leader – (PL) the leader of a group of six to eight Guides elected to the position by the girls

Patrol Leaders' Council – (PLC) a meeting of the Unit Leaders and Patrol Leaders, at which they participate equally in discussion and planning

Personal Skill – is one of the components necessary to achieve the Gaisce Award and is part of the Senior Branch Journey Programme

Personal Registration Forms- these forms for Girls must be completed annually for each girl in the Unit. Details should then be recorded on OGM

Physical Recreation - is one of the components necessary to achieve the Gaisce Award and is part of the Senior Branch Journey Programme

Powers – as a Ladybird completes each part of the three years in her Journey Programme she gains her superhero powers and the cape on her Journey Badge grows

Pow-Wow – The Pack sits in the Brownie Ring for exchange of ideas and information and to make plan

Programme – the totality of non-formal educational activities and experiences provided for members.

Programme and Training Committee – the national committee responsible for coordinating the development and delivery of all aspects of the Guiding programme.

Promise – the three-part commitment that girls and Adults make when they are enrolment as members of IGG

Promise Ceremony – when a member makes her Promise and is presented with the appropriate Branch Promise badge.

Quartermaster – (QM) the Leader in charge of catering at an event

Rainbow – a name used for a Ladybird Leader.

Records – Unit records (names and contact details/Patrols or Sixes/individual badge records etc.) accounts package and an Accident record book must be kept for each Unit. Use OGM to reduce the amount of paperwork needed.

Regional Conference - Held annually, usually in the autumn, to give information and training to Leaders and Commissioners in a Region



Regional Committee Member – a member of the Regional Committee and a representative of that Region on a National Standing Committee.

Regional Development Officer – is a paid member of staff who plays an important role in the on-going support of all Leaders in the Region

Regional Level Award Pathway – Senior Branch Overall Award see Silver Moon

Regional Teams – a group of Leaders in a Region with a designated particular focus e.g. Regional Guide Team, Regional Outdoor Team.

Registration Nights – open evenings held for interested girls/parents to join

Residential Qualifications - additional qualifications warranted Leaders interest in taking youth member away overnight

Resource Centres – a support facility in some Areas/Regions

Safety Guidelines – a booklet containing important information on insurance, safety and activities. Helps maintain the high standard of care we provide for our members

Sash – a band of material worn by youth members onto which they sew their badges.

Screening and Garda Vetting – a legal obligation on all adults who work with children

Secunder – in Brownies the assistant in the Six is called the Secunder

Senior Branch Member – a members of IGG aged 14 years to 30 years. (members of Senior Branch can remain in the Branch until their 30th birthday. They can complete their own programme and act as a Leader in a Unit from the age of 18

Senior Brancher - the informal term for a Senior Branch Member

Senior Branch Programme – can be undertaken by any member of IGG who is age from 14 to 30years. The Journey Programme can be done in Units or individually

Service Awards – (known as Long Service Awards) recognise the length of time someone has volunteered with the organisation as an adult member

Silver Moon – the name given to the Regional Level Award Pathway and Specialised area Pins Pathway of the Senior Branch Journey Programme

Silence Sign – is the international recognised guiding sign used by Leaders who want the Unit or gathering to fall silent

Six – a group of six to eight Brownies who work under the leadership of one of their peers, the Sixer

Sixer – the leader of a group of six to eight Brownies

Six Corner - Position in the room where the Six assemble

Skills Qualifications _ this qualification is designed for a warranted Leader who has and aptitude for the following specific area of the programme Music, Crafts, Campfire and is will to share her skills with other Leaders in her Area/Region

Snowy Owl – a name used for a Brownie Guide Leader.

Special Focus Badges –are the badges that have been, or will be produced by WAGGGS or IGG to enable the girls to focus on a specific theme which a Unit can opt to complete, Syllabi for these badges are available on OGM

Specialised Area Pins – in the Senior Branch Journey Programme there are three levels of Specialised Area Pins Bronze, Silver and Gold. There are a total of 6 Adventure in each level that's a total of 6x3 =18 Pins



STARR – Support and Training for Active recruitment and Retention provides ideas to help each of us spread the word about Guiding to more girls and women

Subscriptions – the contribution to the running of the Unit, paid weekly, monthly or annually depending on the Unit.

Superheroes – this is the concept behind the Ladybird Journey Programme. The Ladybirds are superheroes who gain powers as they progress through each year of the programme

Tawny Owl – a name used for a Brownie Guide Leader.

Teamwork Adventure – this is one of the 6 Adventure in the Journey Programme. In senior branch this Adventure is called Community Involvement Adventure

Term of Office – the length of time a member can hold a particular position. (DC, Regional Teams National standing committees)

The Welly!!! – the magazine for Senior Branch members of IGG.

Ticket – Ladybirds have a Ticket outlining their Ladybird Journey

Trail Blazer - the name given to the fourth year of the Guide Journey Programme. Gain confidence, to acquire the skills and knowledge necessary to run a Unit and understand the Guiding ethos

Trainer - an experienced Leader who has fulfilled the criteria and is willing to share her knowledge with other Leaders at formal and informal training events

Training and Leadership Development - is a vital part of Guiding where Leaders attend training sessions

Travel Folder – Guides have a Travel Folder for recording their Journey. It also outlines the Journey Programme and Interest Badge for them to choose from

Travel Guide – is the publication for all Leaders. It outlines the Journey Programmes for Ladybirds/Brownies/Guides/Senior Branch Members so Leader can understand and appreciate the whole journey the girl can travel on whilst a member of IGG

Travel Journal – Senior Branch folder outlining the various Pathways they can take in their Journey Programme

Treasures – as a Guide completes each part of the four years in her Branch Journey Programme, she explores collecting treasures to mark her accomplishments

Trefoil – a three-part emblem, representing the three parts of the Promise.

Trefoil Guild – is a group within IGG for women who cannot make the weekly commitment but still have skills to offer and enjoy meeting up to share ideas and do activities.

Trefoil House – the building shared by National Office and the Dublin Distribution Centre.

Trefoil News – the official Leaders' magazine of the Irish Girl Guides.

Uniform – worn by members of IGG and differentiated according to the age group – Ladybird, Brownies, Guide, Senior Branch or Adult Leaders

Unit – a local group of youth members with Leaders, who meet on a weekly basis, registered by the local Commissioner at National Office.

Unit Size – for safety reasons there are limits on the number of girls allowed in a Unit. These and ratio of adult to girls are outlined in the Safety Guidelines

Unit Attendance Records – this can be done on OGM or in paper format and should include



girls, Leaders/Unit Helpers/visitors. Attendance record should be kept for all activities including weekly meeting/ holidays/outings.

Unit Account Package – a record of all money received and all expenditure must be kept by the Unit. The Accounts Package can be downloaded from OGM and includes guidelines

Unit Helper - an interested adult who does not wish to or cannot (e.g. a father) become a warranted Leader. Helps out occasionally when additional help is needed. This includes someone who is on a parents' rota and includes both male and females

Unit Contact Person (UCP) - the Leader who acts as the communication liaison person for a local Unit

Unit Leader – a member of the local Unit Leadership team

Unit Leadership Team – the group of Leaders responsible for the running of the local Unit

Voyager – the name given to the second year of the Guide Journey Programme

Ventact – a joint Guiding and Scouting Association adventure weekend held each year in September

WAGGGS – abbreviation for the World Association of Girl Guides and Girl Scouts, a global organisation reaching 10 million girls and young women in 146 countries over five regions. Europe, Africa, Asia Pacific, Western Hemisphere and the Arab Region

Waiting Lists – waiting list are lists of people wanting to join IGG and can be maintained on OGM

Warrant – is a licence to be a recognised adult Leader in IGG . To hold a warrant, you must be an enrolled member of IGG

Warrant Pins – May be worn by all warranted Leaders and are Branch

Woggle – a leather woven band worn around the neckerchief

World Thinking Day - The joint birthday of the Founder and Lady Baden-Powell on the 22nd February, when members around the world think of each other

World Thinking Day Fund Voluntary donations from all members to International Guiding