



The Induction Toolkit

To support the creation of local welcome packs

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Welcome to *The Induction Toolkit*

The Induction Toolkit is designed to support the creation of a local welcome pack for adults in a new role in Scouting. Welcome packs should be produced as part of the induction process. For more information on induction see *Induction – Starting Adults in a New Role*.

Contents

The Induction Toolkit is made up of a number of information sheets that are each designed for a different audience. The sheets and who they are for are listed below:

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Introduction to Scouting	Parents of new Members of all Sections Adults new to Scouting
Introduction to the Beaver Scout Section	Parents of new Beaver Scouts Adults new to the Beaver Scout Section
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How to use *The Induction Toolkit*

Introduction

This publication is designed to support the process of Induction outlined in the publication *Induction – starting adult in a new role*. The publication details the process of induction or the welcoming of new adults and how this needs to be achieved locally.

The role of the welcome pack

A welcome pack is just part of the induction process. It is not a replacement for personal contact but rather, a supplement to it. A welcome pack can be taken away by the newcomer, provide detail, be referred to when they feel like it. It can be built upon as a source of information as they become more involved.

The Induction Toolkit

This resource is designed to support the process of creating a welcome pack for a new adult. As much of a really useful welcome pack will be of a local nature, it should be produced in the Group, District or County/Area. This resource provides the information common to Scouting across the UK.

There would be little point in everyone spending time writing their own generic sections, and so it is these elements, that are included in this resource, to be supplemented by locally produced material.

Using *The Induction Toolkit*

Please do not try to sit down and read the whole toolkit in one go; it is not designed to be used in this way.

The Induction Toolkit can be used as and when you need it to make up a welcome pack for a new adult. Not every new adult will require every element. A welcome pack, like the face to face contact, should be tailored to the new adult's needs. *The Induction Toolkit* allows you to select the elements that will be most helpful to each individual, taking into account their role, the level of their involvement and existing experience, adding it to material you have produced locally. You can also add to their pack as their involvement grows and develops.

The development of *The Induction Toolkit*

This publication brings together the experience of many people who have worked with the induction process and produced welcome packs locally and nationally. They have been prepared to share their successes and experiences so that others might benefit. So if you have any ideas please send them ideas to the Adult Support Team at Gilwell Park.

Final points

Please remember that the induction and welcoming of newcomers is an essential role for all adults in Scouting. We were all new once and can probably imagine how they feel. We can always do with more help and Scouting works hard to recruit new adults. It makes good sense to treat them as individuals and welcome them. That way, they are much more likely to stay and join us in promoting successful Scouting.



An introduction to Scouting

Information for parents of new Members and adults new to Scouting

Background

Scouting is an international Movement with over 28 million Members worldwide spread across 216 countries and territories. The number of countries, recognising the values of Scouting and accepting its principles is steadily increasing.

The Scout Association in the UK accepts Members of all major faiths and offers equal opportunities to all young people in the community, no matter what their social, religious or ethnic background may be. Scouting is not a religious body. It is an organisation which encourages young people to grow spiritually and develop within their own faith and denomination. It has a positive policy of integration and welcomes children and young people who have physical and mental disabilities.

There are about 500,000 people in Membership throughout the United Kingdom. This includes about 100,000 adults who have taken up Appointments as voluntary Leaders, Administrators and Supporters.

During 1991, girls were admitted to the Beaver Scout, Cub Scout and Scout Sections. This complemented the admission of young women to the Venture Scout Section in 1976.

During the spring of 2002 The Scout Association launched a new Programme for young people aged 6-25. This was the largest change to our curriculum for nearly 40 years. A careful strategy of change management was devised to help people move forward into delivering a totally new way of providing Scouting, particularly the 14-25 age range. Two new Sections were created to replace Venture Scouting. Explorer Scouts (14-18) and the Scout Network (18-25). This coincided with a complete re-branding of The Scout Association.

The five Sections

At whatever age, a young person in the Movement is a 'Scout'.

The Balanced Programme spans a 6-25 age range, divided up into five Sections. Each Section has its own identity, ethos and style. They all have adult support which varies in style in the different age groups.

- A Beaver Scout Colony has members aged between 6 and 8
- A Cub Scout Pack has members aged 8 - 10½.
- A Scout Troop is for young people aged from 10½ - 14years.

These are all part of a Scout Group.

An Explorer Scout Unit is for young people from 14-18 years old. Explorer Scout Units are part of a Scout District, although some are attached to Groups.

A Scout Network is for young people aged 18 - 25 years old. Scout Networks are the responsibility of the Scout County or Area.

The Purpose of Scouting

Scouting in the UK is organised through The Scout Association. The Scout Association has a clear purpose:

'To help young people achieve their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as Members of their local, national and international communities'.

Even if we can't solve all the problems in the world, we can help to make it a better place. We do this by helping young people to develop as active members of the community.

Scouting makes a positive contribution to society by helping young people to develop as active members of the community:

- who are self reliant
- who are caring
- who are responsible
- who show commitment.

Scouting works well when young people enjoy learning by doing in partnership with adults. They do this by:

- taking part in a variety of activities and new experiences
- exploring the outdoors
- participating in teams
- taking responsibility for themselves and other.

Our method for giving young people the opportunity to learn by doing is called the Programme. The Programme is a seamless progression of training, activities and awards that covers everything that young people do in Scouting from the ages of 6 to 25.

The Programme involves helping young people to grow in six Personal Development Areas, these are:

- Body
- Mind
- Faiths and Beliefs
- Relationships
- Community
- Surrounding

All adults in Scouting have a responsibility to make sure that the Programme is fun and exciting. We must also make sure that it is safe. The Scout Association's policies, rules, code of behaviour, advice on Child Protection and safety policy are there to help adults make sure the young people in their care stay safe while they enjoy themselves and learn. There are special training and requirements to take young people on nights away, and to lead adventurous activities such as mountaineering and water activities.

The principles of Scouting

Scouting has three key principles:

- Duty to Self
- Duty to Others
- Duty to God

Everyone in Scouting expresses their Membership and acceptance of the key principles by making the Scout Promise and following the Scout Law. The Scout Promise and Law gives a distinctive ethos to the practices of the Movement and acts as a bond with Scouts worldwide.

The Structure of Scouting

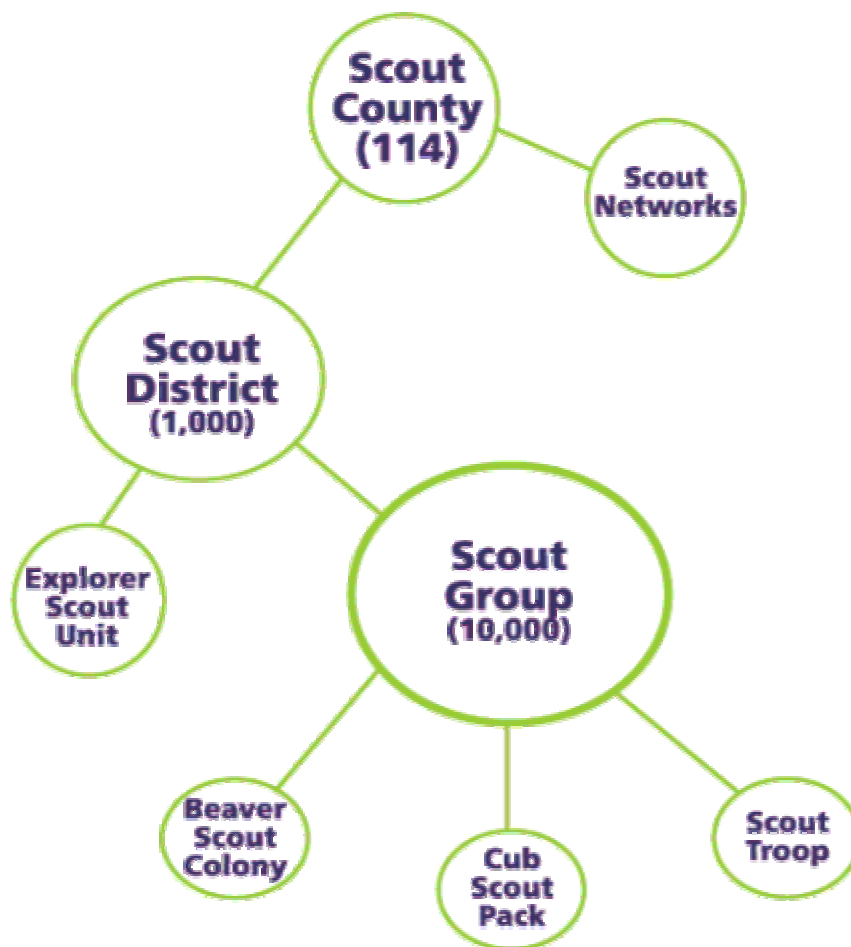
The administrative structure of The Association enables the effective delivery of the Programme. It is organised at four levels:

1. The Scout Group
2. The Scout District
3. The Scout County or Area
4. National Headquarters

In many ways, each level operates independently and each 'unit' in is a charity in its own right. The larger units provide facilities, activities and support beyond the resources of the smaller ones.

See the diagram below for how the structure fits together:

The local structure of The Scout Association



The Scout Group

The Scout Group is where Scouting happens locally for the first three Sections. In some cases Explorer Units may be affiliated to the local Group. Scout Groups are the bases for the 'family' of Scouting for those aged 6 to 14. Younger Members are able to feel confident and happy about moving through the Sections at this local level. It is within this framework of the Scout Group that the Law and Promise are fulfilled. The Group also provides a secure base for the development of the individual young person.

Scout Groups work because they offer a close level of support for the young people in their care. They know the community and the needs of its young people.

When a young person joins a Section their parents are usually expected to:

- support the young person
- show interest and support the Section's activities
- support the local Group in fundraising, social activities, offers of skills and other help, where appropriate.

What makes Scout Groups successful is their ability to:

- deliver enjoyable high quality Programmes for young people
- focus on the fun and friendship that Scouting brings
- involve parents/carers
- respond to local needs
- be positive and progressive.

Ideally, the Group will be lead by a Group Scout Leader (GSL) who will make every effort to ensure that each Section in the Group has an adequate leadership team. They will also ensure that the development of the young people is co-ordinated throughout their progress in Scouting. An essential part of this process is support to all of the adults who are involved in Scouting.

The GSL is helped by those adults who work directly with the young people and by the Group Chairperson. The Chairperson leads the Group Executive Committee, which provides support to the Group through administration, fundraising and a very wide range of support activities. Once a year the Group must hold an Annual General Meeting of the Group Council (including of all adults connected to the Group). The AGM reports on the year's events and elections of the Group's Officers and Executive will take place. This provides a forum for comment and future planning.

Fundraising is an important part of the Group's activity as money will be necessary for:

- maintenance and repair of the Group Headquarters
- equipment for camping and expeditions
- events - activities and outings
- training of Leaders
- day to day activities - indoor and out
- administration and insurance cover

The Group should be an integral part of the community that it serves, both providing help to the community and receiving support from the community to carry out its work with young people.

The Scout District and Counties/Areas take on the roles of the Group for Explorer Scouting and the Scout Network respectively.

Financing

Scout Groups, Districts and Counties/Areas are entirely self-financing. A Membership Subscription is payable by all Members of The Association to meet local and national support costs. The way that these costs are met are by the Section asking Members to pay regular subscriptions, to meet some of the costs and through regular fundraising.

Adult Support

At all stages, adults work with the young people they lead. They provide young people with exciting and challenging experiences and then help them use those experiences in their personal and social development.

The Association naturally places great emphasis on safety when arranging challenging and adventurous activities and in ensuring that all of the young people involved are safe from harm.

The varying styles of leadership in the Movement are quite distinctive. For Beaver Scouts, the Leader must normally be more directive than a Leader working with and supporting Explorer Scouts who can and should plan and carry out many of their own activities.

Leaders are encouraged to develop their own skills through formal and informal learning experiences and sharing ideas with each other. A network of specialist Trainers, Developers and Administrators supports this. A professional team of Field Development Officers directly supports the work of volunteers in the Counties/Areas, Districts and Groups.

Thus, Leaders work with young people through the Balanced Programme to meet the Aim of the Association. Scouting is managed and run locally by teams of Commissioners whose jobs involve supporting those delivering the Programme.

Where to find out more

There are lots of places to find out more about Scouting....

- The Scout Information Centre

The Scout Information Centre is a one-stop shop for all your Scouting needs from purchasing resources or finding out about becoming a Leader. They are open from 8am to 8pm Monday to Friday and 9am to 12pm on Saturdays.

By phone 0845 300 1818

By email info.centre@scout.org.uk

Online: www.scouts.org.uk/scoutbase

- *Outdoors*

Outdoors has 26 stores in the UK, and supply outdoor equipment from leading manufacturers as well as Scouting uniforms, equipment and resources. *Outdoors'* own-brand goods are recognised as providing excellent value for money with outstanding durability. *Outdoors* is wholly owned by The Scout Association and each year profits are returned to Scouting.

Find your local store:

By phone: 01903 755 352

By email: enquiries@outdoors.ltd.uk

Online: www.scouts.org.uk/outdoors

- Scouting on-line

For general information on Scouting in the UK log onto The Association's website:

www.scouts.org.uk



An Introduction to the Beaver Scout Section

Introduction

Since Beaver Scouts became a part of The Scout Association in 1986, it has been one of the quickest growing Sections. It currently has somewhere in the region of 100,000 members in 7,000 Colonies! The Beaver Scout Colony will tend to meet weekly for about an hour, but they will also have the chance to go on a residential experience every year and there might also be day trips away.

Who is Beaver Scouting for?

Beaver Scouting is open to young people aged between six and eight years old who want to join and can make the Beaver Scout Promise.

The Beaver Scout Promise

Scouting differs from many organisations in that it requires its Members to make a Promise. The wording for Beaver Scouts is simpler than that of the Scout Promise, it is:

I promise to do my best
to be kind and helpful
and to love God.

Different wordings of the promise are available for those of different faiths who may prefer not to use the word "God" and for those with special circumstances and needs.

By making the promise a young person becomes a Member of the worldwide Movement; they become a Scout.

The Motto

The motto for all Members of the Movement is: *Be Prepared.*

The Beaver Scout Uniform

Beaver Scouts wear a turquoise sweatshirt. They also wear a scarf (sometimes called a "necker"), which varies in colour from Scout Group to Scout Group. They also have a woggle, to keep their scarf up. Traditionally all Beaver Scouts wear a maroon coloured woggle, but they may also wear a woggle of the colour of the Lodge they are in (see below on how Beaver Scouts are organised). There are several other items of optional uniform.

How Beaver Scouts are organised

Beaver Scouts meet together as a Colony and work within a variety of small groups called "Lodges". A team of adults will run the Beaver Scout Colony. Some will be uniformed Leaders, others may be informal Assistants or helpers. Explorer Scouts who are Young Leaders might also assist the leadership team in the running of the Colony.

Investiture

Making the Promise is the most important act in Scouting and is common to every Section. Scouting has a special ceremony for making the Promise called Investiture or being invested. When a young person makes their Promise they receive their Group Scarf, The Membership Award and are welcomed as a new Member into the Scout family.

What do Beaver Scouts do?

Beavers take part in a wide range of activities. These include making things, singing, playing games, going out on visits, investigating nature, listening to stories, learning how to be safe and most importantly, making new friends. They do this through taking part in a programme of activities provided by the leadership team.

Beaver Scout Programme

The philosophy underpinning the programme is that every Beaver Scout should participate in a Balanced Programme over a period of time. This ensures that all young people experience a quality programme covering a wide range of subjects, so that they develop in all of the Personal Development Areas. To help, the Balanced Programme is divided into a number of Programme Zones and Methods.

Programme Zones

The following are the six Programme Zones for Beaver Scouts. As part of the Balanced Programme they will take part in activities from all the zones regularly.

- *Beliefs and attitudes*
- *Community*
- *Creative*
- *Fitness*
- *Global*
- *Outdoor and Adventure*

Methods

These Zones are delivered using 12 methods, which give the programme variety and range. The Zones give Beaver Scouts the opportunity to:

- Help others
- Play games
- Explore their world
- Undertake prayer and worship
- Listen to stories
- Follow themes
- Go on visits
- Make things
- Meet new people
- Act, sing and make music
- Chat
- Go outdoors

Badges and Awards

Even though the emphasis is on a Programme that is balanced with a variety of activities, there are still badges and awards for Beaver Scouts to aim for during their time with the Colony. Badges and awards are given in recognition of the effort made by each young person at their own level.

- The Membership Award

This Award helps the young person understand the commitment they are making when they make the Promise and become a Member of the Movement. It covers the history, traditions and practices of Scouting.

▪ Joining In Awards

The Joining In Awards recognise a commitment to Scouting. They celebrate Beaver Scouts participating in a Balanced Programme over a period of time. They are awarded on the anniversary of the young person joining Scouting.

▪ Challenges

The Challenges complement the Balanced Programme. These have been developed to extend Beaver Scouts' skills and experience in a particular area. There are six Challenges in the Beaver Scout Section:

- Outdoor Challenge
- Friendship Challenge
- Promise Challenge
- Fitness Challenge
- Creative Challenge
- Global Challenge

▪ Activity Badges

Activity Badges are optional, but they provide an opportunity to reward a young person who has taken part in an activity over a period of time. They should raise interest and extend a young person's skills throughout their time in Scouting. There are 12 Beaver Scout Activity Badges:

- Adventure
- Air Activities
- Animal Friend
- Creative
- Experiment
- Explore
- Faith
- Health & Fitness
- Healthy Eating
- Hobbies
- Imagination
- Safety

▪ Staged Activity Badges

In addition to the Beaver Scout Activity Badges, there are six Activity Badges staged across all the Sections, which gives a young person the opportunity to develop an area of interest throughout their time in Scouting from 6 - 18. They are:

- Emergency Aid
- Hikes Away
- Information Technology
- Musician
- Nights Away
- Swimmer

▪ Partnership Awards

Partnership Awards are designed to encourage Sections to work together, and for Scouts to work with other young people in their community. There are three Partnership Awards:

- The International Friendship Award
- The Environment Award
- The Faith Award

▪ Chief Scout's Bronze Award

This badge is the highest award available in the Beaver Scout Section. It is gained by completing:

- Creative Challenge
- Fitness Challenge
- Friendship Challenge
- Global Challenge
- Outdoor Challenge
- Promise Challenge

The Chief Scout's Bronze Award can be worn on the Cub Scout Uniform once they move onto Cubs.

- The Moving-On Award

This helps ease the transfer of a Beaver Scout to the Cub Scout Pack. It also allows the Beaver Scout to be invested into the Pack immediately, recognising that they are already Members of the Scout Movement.

Beaver Scout Sleepovers

Sleepovers give young people their first experience of a night away from home without their parents/carers. They are intended to plant a 'seed', which then grows as the young person moves through the Sections. Leaders have to be specially trained before they may take young people away, so you know they will always be in safe hands. Sleepovers in the Beaver Scout Section must be indoors and must not exceed 24 hours. They provide an excellent opportunity for young people to try out activities that are not possible at the regular Colony Meeting. As you might imagine, the whole atmosphere of living together even for a short while as a Colony is very special for the young people involved.

Beaver Scouting...it's just the start!

While a young person is in Beavers they will have fun, make friends and get to do exciting activities that they wouldn't get to do anywhere else. But this is just the start! Beavers is the first step in Scouting for future development as individuals and Scouts. It will seem that they have only just started before it will be time to 'swim up' to Cubs!

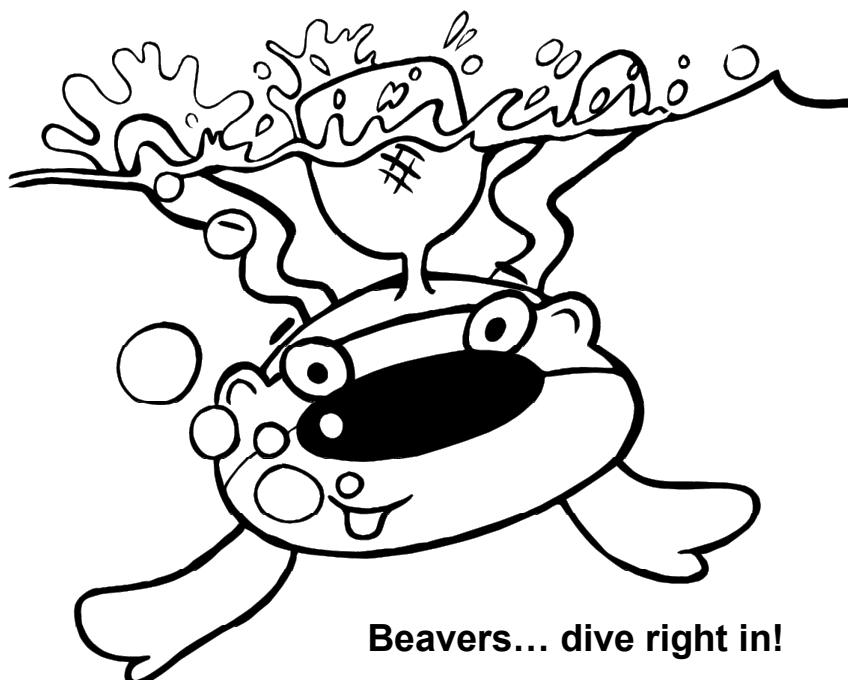
Beavers on-line

Beaver Scouts have their own colourful pages on The Scout Association's website where they can find out information, play games, puzzles and quizzes. Find out more at:

www.scouts.org.uk/beavers

Resources for Beaver Scouts

Beaver Scouts have their own special handbook called *The Beaver Scout Logbook*. It is a Beaver Scout's guide to the programme and has lots of space for them to colour things in, draw and learn about Scouting.



Beavers... dive right in!



An Introduction to the Cub Scout Section

Introduction

Cub Scouting began in 1916, and has gone from strength to strength ever since. Currently there are somewhere in the region of 140,000 Cubs in nearly 8,000 Packs! Many Cub Scouts will have been Beaver Scouts, but some will join Scouting for the first time as Cubs looking for fun, adventure and friendship.

Who is Cub Scouting for?

Cub Scouts is open to young people aged between eight and ten and a half years old who want to join and can make the Cub Scout Promise.

The Cub Scout Promise

Scouting differs from many organisations in that it requires its Members to make a Promise, the wording for Cub Scouts is slightly simpler than that of the Scout Promise. It is:

I promise that I will do my best
to do my duty to God and to the Queen,
to help other people
and to keep the Cub Scout Law.

Different wordings of the Promise are available for those of different faiths who may prefer not to use the word 'God' and for those with special needs and circumstances.

By making the Promise a young person becomes a Member of the worldwide Movement; they become a Scout.

The Cub Scout Law

Every Cub should know their Cub Scout Law, put simply it is something they should try to remember in their everyday lives. The Cub Scout Law is:

Cub Scouts always do their best,
think of others before themselves
and do a good turn every day.

The Motto

The motto for all Members of the Movement is: *Be Prepared.*

The Cub Scout Uniform

Cub Scouts wear a green sweatshirt. They will also wear a scarf (sometimes called a "necker"), the colour of which varies from Scout Group to Scout Group. They will also have a woggle, to keep their scarf up. The woggle will normally be of the colour of the six they are in (see below on how Cub Scouts are organised). There are many other items of optional uniform.

How are Cub Scouts organised?

Wolf Cubs, as they were originally called in 1916, used Rudyard Kipling's story *The Jungle Book* as their theme. Some Packs continue to do this today. They use characters and events as an inspiration for the names of Leaders (such as Akela for the Cub Scout Leader) and activities.

Cub Scouts meet together as a Pack and work within a variety of small groups called "Sixes". A team of adults will run the Cub Scout Pack, usually led by an Akela. Some will be Uniformed Leaders, others may be informal Assistants or helpers. Explorer Scouts who are Young Leaders might also assist the Leadership team in the Pack.

Investiture

Making the Promise is the most important act in Scouting and is common to every Section. Scouting has a special ceremony for making the Promise called Investiture or being invested. When a young person makes their Promise they receive their Group Scarf and the Membership Award or their Moving-On Award and are welcomed as a new Member into the Scout Family.

What do Cubs do?

Cubs take part in a wide range of activities that are designed to be interesting and to challenge them. At the same time they have fun, adventure and make friends along the way. They do this through taking part in a programme of activities provided by the Leadership team such as: camping, playing games, trying new things and exploring the outdoors.

Cub Scout Programme

Every Cub Scout participates in a Balanced Programme over a period of time. This ensures that all young people experience a quality programme covering a wide range of subjects. To help, the Balanced Programme is divided into a number of Programme Zones and Methods to ensure Cubs develop in all the Personal Development Areas.

Programme Zones

The following are the six Programme Zones for Cub Scouts. As part of the Balanced Programme they will take part in activities from all the zones regularly.

- *Beliefs and Attitudes*
- *Community*
- *Fitness*
- *Creative*
- *Global*
- *Outdoor and Adventure*

Methods

These Zones are delivered using 11 methods, which give the programme variety and range. The Methods are:

- Make things
- Games
- Singing, stories and drama
- Visits and visitors
- Outdoors
- Activities with others
- Help other people
- Themes
- Prayer, worship and reflection
- Team challenges
- Try new things

Badges and Awards

Even though the emphasis is on a Balanced Programme of activities, there are still badges and awards for Cub Scouts to aim for during their time with the Pack. Badges and awards are given in recognition of the effort made by each young person at their own level.

- The Membership Award

This award helps the young person understand the commitment they are making when they make the promise and become a Member of the Movement, if they have not been a Beaver Scout. It covers the history, traditions and practices of Scouting.

- Joining In Awards

The Joining In Awards recognise a commitment to Scouting. They celebrate Cub Scouts participating in a Balanced Programme over a period of time. They are awarded on the anniversary of the young person joining Scouting.

- Challenges

The Challenges complement the Balanced Programme. These have been developed to extend Cub Scouts' skills and experience in a particular area. The seven Challenges in the Cub Scout Section are:

- Outdoor Challenge
- Promise Challenge
- Creative Challenge
- Fitness Challenge
- Global Challenge
- Community Challenge
- Outdoor Plus Challenge

- Activity Badges

Activity Badges are optional, but they provide an opportunity to reward a young person who has taken part in an activity over a period of time. They should raise interest and extend a young person's skills throughout their time in Scouting. There are 33 Cub Scout Activity Badges, ranging from Book Reader to Navigator to Water Activities

- Staged Activity Badges

In addition to the Cub Scout Activity Badges, there are six Activity Badges staged across all of the Sections, which gives a young person the opportunity to develop an area of interest throughout their time in Scouting from 6 –18. These are:

- Emergency Aid
- Hikes Away
- Information Technology
- Musician
- Nights Away
- Swimmer

- Partnership Awards

Partnership Awards are designed to encourage the Sections to work together, and for Scouts to work with other young people in their community. There are three Partnership Awards:

- The International Friendship Award
- The Environment Award
- The Faith Award

- Chief Scout's Silver Award

This badge is the highest award available in the Cub Scout Section. It is gained by completing:

- Promise Challenge
- Creative Challenge
- Community Challenge
- Fitness Challenge
- Global Challenge
- Outdoor Challenge

The Chief Scout's Silver Award can be worn on the Scout Uniform once the Cub moves onto Scouts.

- The Moving-On Award

This badge helps ease the transfer of a Cub Scout to the Scout Troop. It also allows the Cub Scout to be invested into the Troop immediately, recognising that they are already Members of the Scout Movement.

Pack Holidays and Camping

Ask any current or former Cub about what they remember most (and enjoyed most!) about being in Cubs and they will probably say Pack holidays or going camping. Camps give the Pack the opportunity to go away together. Camps and Pack holidays are an opportunity for Cubs to take part in activities that they would not otherwise be able to do at regular Pack meetings. The experience of being away with the Pack is a very special experience for Cubs.

Why get involved?

Cubs gives young people a taster of the exciting activities they will do more of in Scouts. They will go camping, try adventurous activities outdoors, make new friends and enjoy themselves whatever they are doing!

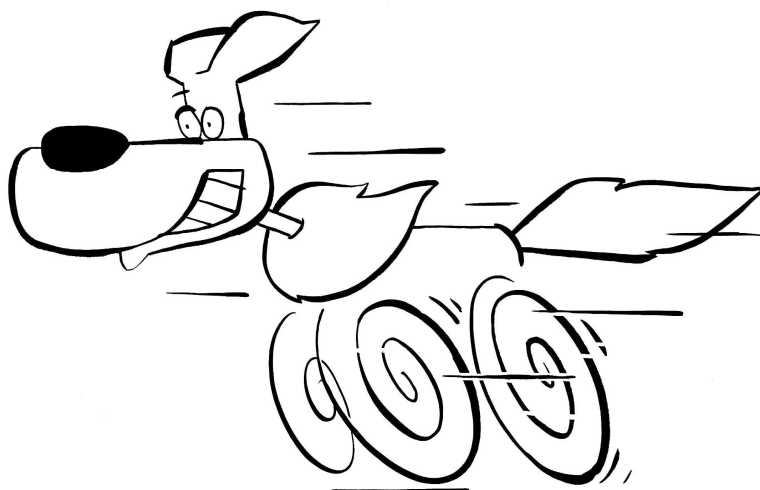
Cubs on-line

Cub Scouts have their own exciting pages on The Scout Association's website where they can play games, do quizzes and complete puzzles. Find out more at:

www.scouts.org.uk/cubs

Resources for Cubs

Cubs have their own special handbook called the *Powerpack* - full of useful information about badges and what Cubs do. It's full of stickers, facts and fun things to do!





An Introduction to the Scout Section

Introduction

The Scout Section has existed since Scouting began in 1907. Though the Section has gone through many changes its values and fundamental principles have remained unchanged. Today there are over 100,000 Scouts in 6,600 Troops across the UK.

Who is the Scout Section for?

Scouts is open to young people aged between ten and half and fourteen years old who want to join and can make the Scout Promise.

The Scout Promise

Scouting differs from many organisations in that it requires its Members to make a Promise. The Scout Promise is the same for Scouts, Explorer Scouts, Members of the Scout Network and adult Members of the Association. It is:

On my honour,
I promise that I will do my best
to do my duty to God and to The Queen,
to help other people
and to keep the Scout Law.

Different wordings of the promise are available for those of different faiths who may prefer not to use the word "God" and for those with special needs and circumstances.

By making the Promise a young person becomes a Member of the worldwide Movement; they become a Scout.

The Scout Law

The Scout Law is a set of 'rules' that Scouts should do their best to live their life by. They are based on the Laws that Baden Powell came up with, but have evolved to reflect changing times. The Laws are:

1. A Scout is to be trusted.
2. A Scout is loyal.
3. A Scout is friendly and considerate.
4. A Scout belongs to the worldwide family of Scouts.
5. A Scout has courage in all difficulties.
6. A Scout makes careful use of time and is careful of possessions and property.
7. A Scout has self-respect and respect for others.

The Motto

The Motto for all Members of the Movement is: *Be Prepared.*

The Scout Uniform

Scouts wear a teal coloured shirt. They will also wear a scarf (sometimes called a "necker"), the colour of which varies from Scout Group to Scout Group. They will also have a leather woggle, to keep their scarf up. Activity trousers and a Scout belt are also parts of the Scout uniform and there are several optional items available as well!

How are Scouts organised?

Scouts meet together as a Troop and work within a variety of small groups called Patrols. A Scout called a Patrol Leader leads the Patrol. The Patrol Leaders work with the Leadership Team in setting the programme and in decisions affecting the Troop. The Patrol system is one of the important ways that young people can take responsibility for themselves and others. A volunteer leadership team made up of uniformed Leaders and other informal Assistants and helpers will guide the Troop. Explorer Scouts who are Young Leaders might also assist the leadership team in the Troop.

Investiture

Making the Promise is the most important act in Scouting and is common to every section. Scouting has a special ceremony for making the Promise called Investiture or being invested. When a young person makes their Promise they receive their Group Scarf, The Membership Award (for those coming into Scouting for the first time) or their Moving-On Award (if they have been in Cubs) and are welcomed as a new Member into the Scout Family.

What do Scouts do?

Scouts normally meet once a week for a couple of hours. It is an opportunity for them to catch up with friends, learn new skills and explore issues relevant to their age group. They will also have their chance to say what they want to do!

Scout Programme

Scouts are encouraged to take part in a wide range of activities as part of their programme. On top of the adventure of outdoor activities that forms a large part of the Scout Section, a Balanced Programme will help them find out about the world in which they live, encourage them to know their own abilities and the importance of keeping fit and help to develop their creative talents. It also provides opportunities to explore their own values and personal attitudes and develop in all the Personal Development Areas.

Programme Zones

The following are the six Programme Zones for Scouts; as part of the Balanced Programme they will task part in activities from all the Zones over a period of time. They are:

- *Outdoor and Adventure*
- *Global*
- *Community*
- *Fit for Life*
- *Creative Expression*
- *Beliefs and Attitudes*

Methods

These Programme Zones are delivered using ten methods, which give the programme variety and range. The methods are:

- Activities Outdoors
- Games
- Design and Creativity
- Visits and Visitors
- Service
- Team-Building Activities
- Activities with Others
- Themes
- Prayer, Worship and Reflection
- Technology and New Skills

Badges and Awards

While the emphasis is on a Balanced Programme of activities, there are still badges and awards for Scouts to aim for. Badges and awards are given in recognition of the effort made by each young person at their own level.

▪ The Membership Award

This award helps the young person understand the commitment they are making when they make the Promise and become a Member of the Movement, if they have not been a Cub Scout. It covers the history, traditions and practices of Scouting.

▪ Participation Awards

The Participation Awards recognise a commitment to Scouting. They celebrate Scouts participating in a Balanced Programme over a period of time. They are awarded on the anniversary of the young person joining Scouting.

▪ Challenges

The Challenges complement the Balanced Programme. These have been developed to extend Scouts' skills and experience in a particular area. There are nine Challenges in the Scout Section:

- Outdoor Challenge
- Outdoor Plus Challenge
- Expedition Challenge
- Adventure Challenge
- Community Challenge
- Creative Challenge
- Global Challenge
- Fitness Challenge
- Promise Challenge

▪ Activity Badges

Activity Badges are optional, but they provide an opportunity to reward a young person who has taken part in an activity over a period of time. They should raise interest and extend a young person's skills throughout their time in Scouting. There are 69 Scout Activity Badges, ranging from Astronomer to Circus Skills and Canoeist.

▪ Staged Activity Badges

In addition to the Scout Activity Badges, there are six Staged Activity Badges staged across the all Sections. These give a young person the opportunity to develop an area of interest throughout their time in Scouting from 6 –18. These are:

- Emergency Aid
- Hikes Away
- Information Technology
- Musician
- Nights Away
- Swimmer

▪ Partnership Awards

Partnership Awards are designed to encourage the Sections to work together, and for Scouts to work with other young people in their community. There are three Partnership Awards:

- The International Friendship Award
- The Environment Award
- The Faith Award

- Chief Scout's Gold Award

This badge is the highest award available in the Scout Section. It is gained by completing:



- The Promise Challenge
- The Community Challenge
- The Fitness Challenge
- The Creative Challenge
- The Global Challenge
- The Outdoor Challenge

and two of the following:

- The Outdoor Plus Challenge
- The Adventure Challenge
- The Expedition Challenge

The Chief Scout's Gold Award can be worn on the Explorer Scout Uniform once the Scout moves onto Explorer Scouts.

- The Moving-On Award

This Award helps ease the transfer of a Scout to the Explorer Scout Unit. It also allows the Scout to be invested into the Unit immediately, recognising that they are already Members of the Scout Movement.

Scouting Outdoors

Scouting has a reputation as an outdoor organisation based on strong traditions of camping and other outdoor pursuits. This is reflected in the Balanced Programme, with about half the programme taken up by the Outdoor and Adventure Programme Zone. Scouting offers a range of activities for Scouts away from their home throughout the year, lots of camps and when possible a longer camp in the summer. These are an important part of Troop life and everybody is encouraged to go.

Scouts... Taking the Lead!

Scouts have the opportunity to make more and more decisions for themselves about they want to do and want to get out of Scouting. The opportunities will be there for them to take part in a wide range of activities and to gain a variety of skills and knowledge. They will get to learn more about themselves by not only taking responsibility for themselves, but for others as well.

Scouts on-line

Scouts have their own pages on The Scout Association's website where they can find out lots of useful information, enter competitions and even read reviews of the latest films! Find out more at:

www.scouts.org.uk/scouts

Resources for Scouts

Scouts can track their own progress through the awards using their own *Scout Record Book*. They can also find out what's required to complete badges with the *Scout Badge Book*. Thirdly, the *Scout Skills Cards* contain practical information and tips to get up to speed with some Scouting Skills.





An Introduction to the Explorer Scout Section

Introduction

The Explorer Scout Section was formed in 2002 along with the Scout Network (for 18 – 25 yr olds) to replace Venture Scouting. Since its launch Explorer Scouting has taken off and has over 30,000 Members in 2,000 Units across the UK.

Who is the Explorer Scout Section for?

Explorer Scouts is open to young people aged between 14 and 18 years old who want to join and can make the Scout Promise.

The Scout Promise

Scouting differs from many organisations in that it requires its Members to make a promise. The Scout Promise is the same for Scouts, Explorer Scouts, Members of the Scout Network and adult Members of the Association. It is:

On my honour,
I promise that I will do my best
to do my duty to God and to The Queen,
to help other people
and to keep the Scout Law.

Different wordings of the promise are available for those of different faiths who may prefer not to use the word "God" and for those with special needs and circumstances.

By making the Promise a young person becomes a Member of the worldwide Movement; they become a Scout.

The Scout Law

The Scout Law is a set of 'rules' that Scouts should do their best to live their life by. They are based on the Laws that Baden-Powell came up with, but have evolved to reflect changing times. The Laws are:

1. A Scout is to be trusted.
2. A Scout is loyal.
3. A Scout is friendly and considerate.
4. A Scout belongs to the worldwide family of Scouts.
5. A Scout has courage in all difficulties.
6. A Scout makes careful use of time and is careful of possessions and property.
7. A Scout has self-respect and respect for others.

The Motto

The motto for all Members of the Movement is: *Be Prepared.*

The Explorer Scout Uniform

Explorer Scouts wear a khaki colour shirt. They also wear a scarf (sometimes called a "necker"), which varies in colour from Explorer Unit to Explorer Unit. They will also have a leather woggle, to keep their scarf up. Activity trousers and a Scout belt (including Young Leader and Explorer Belts) are also part of the Explorer Scout uniform and there are several optional items available as well!

How are Explorer Scouts organised?

Explorer Scout Units are primarily Leader led, with as much participation in decision making by young people as possible. There are a number of different types of Explorer Scout Units; these will vary according to local needs and circumstances. Explorer Units are all based at District level, even though the Unit itself may be attached to a Group or specialist Scout body, such as a campsite.

Explorer Scouts also have the option to become Young Leaders. Young Leaders carry out a Leadership role in a Beaver Scout Colony, Cub Scout Pack or Scout Troop. Young Leaders have their own training scheme but can also take part in all other Explorer Scout Activities.

Explorer Scouts have no structured groupings as you find in Beavers, Cubs or Scouts. By being involved in a number of different groupings Explorer Scouts will get the chance to develop their teamwork and leadership skills.

Investiture

Making the Promise is the most important act in Scouting and is common to every section. Scouting has a special ceremony for making the Promise called Investiture or being invested. When a young person makes their Promise they receive their Unit Scarf, The Membership Award (for those coming into Scouting for the first time) or their Moving-On Award (if they have been in Scouts) and are welcomed as a new Member into the Scout Family.

What do Explorer Scouts do?

Units decide themselves how often they meet. Members should be able to attend when it is convenient for them. Explorer Units might not need to meet every week because they will often be out and about at weekends or in the holidays doing activities. There will be times when they will be busy doing other things such as exams, and being an Explorer Scout will have to fit around these.

Explorer Scout Programme

Explorer Scouts have the opportunity to take part in adventurous activities, local conservation projects, creative projects, camps and expeditions, community support...the list is endless! Explorer Scouts can gain awards – from nationally recognised governing bodies (e.g. BCU for canoeing), to Scout Awards and Duke of Edinburgh's Award.

Explorer Scouts are highly involved in deciding what they want to do and helping their Leaders in running the Programme.

Programme Zones

The following are the Programme Zones for Explorer Scouts: as part of the Balanced Programme they will take part in activities from all the Zones over a period of time. They are:

- *Outdoor and Adventure*
- *Skills*
- *Community Service*
- *Values and Relationships*
- *Global*
- *Physical Recreation*

Methods

The Unit Programme is delivered using a number of methods to make meetings and activities more interesting and appeal to more Members. They are:

- Visits
- Games
- Outdoor Activities
- Residential Experiences

- Technology
- Networking Activities
- Discussion

Badges and Awards

Even though the emphasis is on a Balanced Programme of activities, there are still badges and awards for Explorer Scouts to aim for during their time with the Unit. Badges and awards are given in recognition of the effort made by each young person at their own level. There is a wide range of awards and badges to appeal to all Explorer Scouts, whatever sort of Unit they are in. Awards are important as they offer challenge, achievement and recognition for young people.

▪ The Membership Award

This Award helps the young person understand the commitment they are making when they make the promise and become a Member of the Movement, if they have not been a Scout. It covers the history, traditions and practices of Scouting.

▪ Participation Awards

The Participation Awards recognise a commitment to Scouting. They celebrate Scouts participating in a Balanced Programme over a period of time. They are awarded on the anniversary of the young person joining Scouting.

▪ Top Awards

The top awards for Explorer Scouts are the Chief Scout's Platinum Award, the Chief Scout's Diamond Award and the Queen's Scout Award. All three are linked to the Duke of Edinburgh's Awards (Bronze, Silver and Gold respectively)

The Awards are made up of four challenges:

- Skills
- Physical Recreation
- Community Service
- Expedition

For the Queen's Scout Award and the Gold Duke of Edinburgh's Award there is also the requirement to complete a five-day residential experience.

The Queen's Scout Award is The Scout Association's top award. The Chief Scout presents Queen Scout Award Certificates at a National Presentation on a regular basis. Queen's Scouts are also invited to the annual National Scout Service and Parade at Windsor Castle held in April each year. All those who have achieved the Award in the last year, plus their guests, are invited to attend.

▪ Activity Badges

There are 28 Activity Badges available to Explorer Scouts. These build on the requirements of the Activity Badges in the Scout Section and lead towards the requirements for National Governing Body Awards. They range from Lifesaver to Mountain Activities and Snowboarding.

▪ Staged Activity Badges

In addition to the Explorer Scout Activity Badges, there are six Activity Badges staged across the all Sections. These give a young person the opportunity to develop an area of interest throughout their time in Scouting from 6–18. These are:

- Emergency Aid
- Hikes Away
- Information Technology
- Musician
- Nights Away
- Swimmer

▪ Partnership Awards

Partnership Awards are designed to encourage Sections to work together, and for Explorer Scouts to work with other organisations in their community. There are three Partnership Awards:

- The International Friendship Award
- The Faith Award
- The Environment Award

▪ The Moving-On Award

This badge helps ease the transfer of Explorer Scouts to the Scout Network. It also allows the Explorer Scout to be invested into the Network immediately, recognising that they are already Members of the Scout Movement.

▪ The Explorer Belt

The Explorer Belt is a challenge of a lifetime available to Explorer Scouts over the age of 16 and to the Scout Network. It is the opportunity to undertake an expedition in another country over ten days that brings a real understanding of a different country, its people and their way of life.

Explorer Scouting Outdoors

Scouting has a reputation as an outdoor organisation based on strong traditions of camping and other outdoor pursuits. Explorer Scouts will have the opportunity to camp and go away on expeditions that will challenge and test them. This is an essential part of Explorer Scouting and a good opportunity for them to organise activities and stretch their limits.

Why get involved?

As Scouts young people have the opportunity to develop their skills in many areas including decision making. Explorer Scouts provides opportunities for young people to decide what they want to do and what they want to get out of Scouting. The opportunities will be there for them to take part in a wide range of activities and to gain a variety of skills and knowledge. They will get to learn more about themselves by not only taking responsibility for themselves, but for others as well.

Explorers on-line

Explorer Scouts have their own pages on The Scout Association's website where they can find out lots of useful information, enter competitions and connect with other Explorers on social networking sites! Find out more at:

www.scouts.org.uk/explorers

Resources for Explorer Scouts

Explorer Scouts have their own resource called the *Explorer Scout Membership Pack*. It's full of useful information about the programme and Scouting. The requirements for all Explorer Scout Badges are included in the *Explorer Scout Badge Book*.

Adult resources include posters and record cards as well as 4 comprehensive resources; Unit Essentials, Unit Programmes, Unit Programmes Plus and the Young Leaders Essentials.



Introduction

The Scout Network was formed in 2002 along with the Explorer Scouts to replace Venture Scouting. Since its launch Scout Network has taken off in most Counties/Areas/Scottish Regions and continues to grow.

Who is the Scout Network for?

The Scout Network is open to young people aged between 18 and 25 who want to join and can make the Scout Promise. Members of the Scout Network can also undertake another role within Scouting. For example this may be:

- a Leader with another Section
- a helper of Skills Instructor
- a member of the Scout Fellowship
- a member in another capacity.

The Scout Promise

Scouting differs from many organisations in that it requires its Members to make a Promise. The Scout Promise is the same for Scouts, Explorer Scouts, Members of the Scout Network and adult Members of the Association. It is:

On my honour,
I promise that I will do my best
to do my duty to God and to The Queen,
to help other people
and to keep the Scout Law.

Different wordings of the promise are available for those of different faiths who may prefer not to use the word "God" and for those with special needs and circumstances.

By making the Promise a young person becomes a Member of the worldwide Movement; they become a Scout.

The Scout Law

The Scout Law is a set of 'rules' that Scouts should do their best to live their life by. They are based on the Laws that Baden-Powell drew up, but have evolved to reflect changing times. The Laws are:

1. A Scout is to be trusted.
2. A Scout is loyal.
3. A Scout is friendly and considerate.
4. A Scout belongs to the worldwide family of Scouts.
5. A Scout has courage in all difficulties.
6. A Scout makes careful use of time and is careful of possessions and property.
7. A Scout has self-respect and respect for others.

The Scout Motto

The motto for all Members of the Movement is: *Be Prepared.*

The Scout Network uniform

Members of the Scout Network wear the same uniform as all adult Members of The Association. They wear a stone colour shirt. They will also wear a scarf (sometimes called a “necker”), which varies in colour from Network to Network. They will also have a leather woggle, to keep their scarf up. Activity trousers (or smart trousers) and a Scout belt are also parts of the Adult uniform. To show that they are a member of the Scout Network they can also wear a uniform badge on the right hand side above the position of the Queen’s Scout Award badge.

How is the Scout Network organised?

Local Networks, can be based at County or District and some may be focused around a specific activity or location, e.g. Gang Show, Activity Centre, climbing or canoeing. How they are organised and what they do is really up to the Members. The Scout Network is not usually led by Leaders, but by the Members themselves.

Investiture

Making the Promise is the most important act in Scouting and is common to every Section. Scouting has a special ceremony for making the Promise called Investiture or being invested. When a young person makes their Promise they receive their Network Scarf, The Membership Award (for those coming into Scouting for the first time) or their Moving-On Award (if they have been in Explorer Scouts) and are welcomed as a new Member into the Scout Family.

What does the Scout Network do?

Scout Network programmes will reflect the huge variation in Members' interests. Some local Networks have activities that concentrate on one area of the programme, whilst others have a wider range. One of the key elements is the opportunity to get away, either under canvas or in other accommodation.

Scout Network Programme

The Network can get involved in lots of different activities when they meet. They will have the opportunity to take part in adventurous activities, local conservation projects, creative projects, camps and expeditions, community support...the list is endless! Network members can also gain awards – from nationally recognised governing bodies (such as the BCU for canoeing), to Scout Awards and Duke of Edinburgh’s Awards.

As all Members of the Network are over the age of 18, there are special allowances in the Association’s rules that make it easier for them to undertake adventurous activities. (For more information refer to the white card – Adult Groups in Adventurous Activities available from the Scout Information Centre FS 120087).

Self Development Areas

The following are the Self Development Areas for the Scout Network: as part of the Balanced Programme they will take part in activities from all the zones regularly.

- *International*
- *Community*
- *Skills and Development*

Methods

The Network’s programme is delivered using a number of methods to make meetings and activities more interesting and appealing to more Members. They are:

- Having fun
- Getting on with others
- Personal development
- Activities
- The Promise
- Working together
- Taking responsibility

Badges and Awards

While the emphasis is on a Balanced Programme of activities, there are still badges and awards for Scout Network Members to aim for during their time with the Network. Badges and awards are given in recognition of the effort made by each young person at their own level. There is a wide range of awards and badges to appeal to all Scout Network Members, whatever sort of Network they are in. Awards are important as they offer challenge, achievement and recognition for young people.

▪ The Membership Award

This award helps the young person understand the commitment they are making when they make the promise and become a Member of the Movement, if they have not been an Explorer Scout. It covers the history, traditions and practices of Scouting.

▪ Top Awards

The top award for the Scout Network Section is the Chief Scout Diamond Award and the Queen's Scout Award. Both are linked to the Duke of Edinburgh's Awards (Silver and Gold respectively).

The Awards are made up of four challenges:

- Skills
- Physical Recreation
- Community Service
- Expedition

For the Queen's Scout Award and the Gold Duke of Edinburgh's Award there is also the requirement to complete a five-day residential experience.

The Queen's Scout Award is The Scout Association's top award. The Chief Scout presents Queen Scout Award Certificates at a National Presentation on a regular basis. Queen's Scouts are also invited to the annual National Scout Service and Parade at Windsor Castle held in April each year. All those who have achieved the Award in the last year, plus their guests, are invited to attend.

▪ The Partnership Awards

Partnership Awards are designed to encourage Sections to work together, and for Scout Networks to work with other organisations in their community. There are three Partnership Awards:

- The International Friendship Award
- The Faith Award
- The Environment Award

▪ The Explorer Belt

The Explorer Belt is a challenge of a lifetime available to Explorer Scouts and Scout Network Members over the age of 16. It is the opportunity to undertake an expedition in another country over ten days that brings a real understanding of a different country, its people and their way of life.

Scouting Outdoors

Scouting has a reputation as an outdoor organisation based on strong traditions of camping and other outdoor pursuits. Members of the Network have the opportunity to camp and go away on

expeditions that will challenge and test them. These are an essential theme of Scouting and a good opportunity for them to organise activities and stretch their limits.

Why get involved?

As Scouts young people have the opportunity to make more and more decisions for themselves about they want to do and want to get out of Scouting. The opportunities are there for them to take part in a wide range of activities and to gain a variety of skills and knowledge. They will get to learn more about themselves by not only taking responsibility for themselves, but for others as well.

Network Online

Scout Network Members have their own pages on The Scout Association's website where they can find out lots of useful information. Find out more at:

www.scouts.org.uk/network

Resources for the Network

Members of the Scout Network have their own file called the *Scout Network Membership pack*. It's full of useful information about the programme and Scouting and the requirements for the top awards.

Leaders coming into the Network

For more information and how to set up and run a Network please refer to *Scout Network Essentials* available from Scoutshops and the Scout Information Centre. You can also get more information from the 6 to 25 Programme Team by getting in touch at Gilwell Park.



Making a difference

Getting involved in a Section as an adult in Scouting

Introduction

Ask a young person why they stay in Scouting, and they will probably say because they 'get something out of it'. This is true for adults in Scouting too!

Being an adult in Scouting can be challenging but also very rewarding. What adults get out of Scouting, depends on what they put in! Adults stay involved for a variety of reasons and some are the same as for young people – it is fun, there is chance to make new friends, and adults get the same opportunity for adventure. There is also the chance for adults to see young people develop and grow, and know they have contributed to it by passing on your skills and abilities and investing time in them.

Giving is often just as rewarding as receiving, and giving your time and effort to Scouting will certainly be very rewarding.

Before you were asked

Before you were asked to carry out a role in Scouting, an amount of preparation will have taken place. Somebody will have:

- thought about the job that needs to be done
- discussed the skills and the type of person needed to do the job
- identified people to ask.

You have been asked to volunteer because we believe you have something valuable to offer in this role.

Outline of the role

The main feature of being involved with a “Section” in Scouting is working with the young people. The actual tasks that you do will depend very much on the role you have been asked to carry out, and the age group you will be working with. However, whatever these tasks are, they will impact directly on the young people in their Section, contribute to the activities they do in Scouting, and help them to develop new skills, abilities and values.

Before you decide

Scouting will be delighted if you say “yes”, but it is important that you make this decision based on all the facts.

1. Start by asking some questions about the role, so that you have a clear idea about what you might take on – for example:
 - What does the role involve?
 - Where, and when, will I be asked to do the role?
 - Who will I be working with?
 - Who will I be responsible to, and for?
 - What help will I get?
 - What equipment and facilities are available?
 - Will I have to wear uniform, make a Promise or complete any learning?
 - For long do you want me to take on the role?
 - How much will it cost?
 - How much time will it take?

Some of these questions may have already been answered by the person who asked you to get involved, but make sure you have as much information as you need. Remember too, that the details are open for discussion – you may not want or be able to do everything that has been asked, but roles can be flexible to meet your needs as well as Scouting's.

2. Meet some of the people involved – you might want to see who you might end up working with. Find out what they think about Scouting and why they are involved, and you could ask to meet the person who would support you if you took on the role.
3. Have a go – you could always ask to go along and see what happens, take part in a Section meeting, visit a camp or weekend activity, for a short while to get a feel for Scouting and the role you could play in it.

Your decision

Scouting clearly hopes that you will say 'yes'. If you do not feel able to help, it would be better to have a clear 'no' or 'not at the moment', than 'a perhaps' that never happens. If you do not feel that the role suggested is right for you, but do feel that you wish to help in some other way, let us know. There is always plenty to do.

Procedures

Before starting a role in Scouting, the local Scout District (or County, as appropriate) is required to make sure there is no reason why you should not be involved in a Movement for young people. We do this in two ways. One is by seeking references from people who know you well. The second is by a criminal records check and by checking our records to see if you have been involved in Scouting before. These checks are designed to safeguard our young people and the Movement's assets. They are completed quickly and in confidence.

You will be asked to complete a CRB form, a simple application form, and then to attend a meeting of the District Appointments sub-Committee (or a County Appointments sub-Committee – depending on your role). The person who recruited you can explain this to you and may even go with you. There is also a learning requirement that you need to complete, however this should be discussed with you before you start in Scouting.

Be part of it!

Scouting has a lot to offer both young people and the adults that work with them. At times it will be a challenge, but there is the fun and sense of satisfaction from making a worthwhile commitment that more than makes up for that!

There are almost 100,000 adults who are regularly involved in the United Kingdom as Members of the Movement. Many more provide back-up support. Go on, be one of them!

Making a difference

Getting involved in Scouting as a Chairperson

Introduction

Ask a young person why they stay in Scouting, and they will probably say because they 'get something out of it'. This is true for adults in Scouting too!

Being an adult in Scouting can be challenging but also very rewarding. What adults get out of Scouting, depends on what they put in! Adults stay involved for a variety of reasons and some are the same as for young people – it is fun, there is chance to make new friends, and adults get the same opportunity for adventure. There is also the chance for adults to see you people develop and grow, and know they have contributed to it by passing on your skills and abilities and investing time in them.

Giving is often just as rewarding as receiving, and giving your time and effort to Scouting will certainly be very rewarding.

Before you were asked

Before you were asked to carry out a role in Scouting, an amount of preparation will have taken place. Somebody will have:

- thought about the job that needs to be done
- discussed the skills and the type of person needed to do the job
- identified people to ask.

You have been asked to volunteer because we believe you have something valuable to offer in this role.

Outline of the role

You will have been invited to be the Chair of either the Group, District, or County Scout Executive Committee. Your main contact will therefore be either the Group Scout Leader (GSL), District Commissioner (DC), or County Commissioner (CC). These abbreviations will be used throughout for simplicity.

The main tasks of this role are as follows:

- chairing meetings of the Scout Council and Scout Executive Committee
- encouraging other members of the Executive to provide effective support in terms of administration and fund raising/financial support
- working closely with the GSL/DC/CC in planning the development Scouting in the local area
- ensuring new Administrators are effectively briefed and supported
- ensuring that the Council and Executive Committee operate in accordance with the *Policy, Organisation and Rules* of The Scout Association.

There is no fixed time commitment - the time required to fulfil the role varies. It is probable that you will have Executive meetings between three and six times each year, in addition to time spent with the GSL/DC/CC and other Administrators (such as the Secretary and Treasurer), and supporting fundraising events.

Requirements of the role - there is no maximum age for appointment although you must be over 18, and a Warranted Leader cannot hold the post of Chairperson. You are also required to be able to hold the position of Trustee.

Before you decide

Scouting will be delighted if you say “yes”, but it is important that you make this decision based on all the facts.

1. Start by asking some questions about the role, so that you have a clear idea about what you might take on – for example:
 - What does the role involve?
 - Where, and when, will I be asked to do the role?
 - Who will I be working with?
 - Who will I be responsible to, and for?
 - What help will I get?
 - What equipment and facilities are available?
 - Will I have to wear uniform, make a Promise or complete any learning?
 - How long do you want me to do the role?
 - How much will it cost?
 - How much time will it take?

Some of these questions may have already been answered by the person who asked you to get involved, but make sure you have as much information as you need. Remember too, that the details are open for discussion – you may not want or be able to do everything that has been asked. Roles can be flexible to meet your needs as well as Scouting's.

2. Meet some of the people involved – you might want to see who you might end up working with, find out what they think about Scouting and why they are involved, and you could ask to meet the person who would support you if you took on the role.

First, there is your GSL/DC/CC who is best placed to inform you about local Scouting and the Chairperson's role. Second, there are the other Chairs who are fulfilling the same role as you in different areas, who might be able to give you a picture of the role and what is involved.

3. Get hold of more information – the publications *Supporting the Group – Chairman* and *Policy, Organisation and Rules* are available from the Scout Information Centre (0845 300 1818) or available online (www.scouts.org.uk/scoutbase).

Your decision

Scouting clearly hopes that you will say 'yes'. If you do not feel able to help, it would be better to have a clear 'no' or 'not at the moment', than 'a perhaps' that never happens. If you do not feel that the role suggested is right for you, but do feel that you wish to help in some other way, let us know. There is always plenty to do.

Procedures

Before starting a role in Scouting, local Scouting is required to make sure there is no reason why you should not be involved in a Movement for young people. We do this in two ways. One is by seeking references from people who know you well. The second is by a criminal records check and by checking our records to see if you have been involved in Scouting before. These checks are designed to safeguard our young people and the Movement's assets. They are completed quickly and in confidence.

You will be asked to complete a CRB form, and may be required to attend a meeting of the local Appointments sub-Committee. The person who recruited you can explain this to you and may even go with you. There is also a learning requirement that you need to complete, however this should be discussed with you before you start in Scouting.

The appointment of the Chairperson is the responsibility of the GSL/DC/CC (as necessary). At the Annual General Meeting they will nominate you and once approved by the Scout Council you will take over the role.

Be part of it!

Scouting has a lot to offer both young people and the adults that work with them. At times it will be a challenge, but there is the fun and sense of satisfaction from making a worthwhile commitment that makes it all worth while.

There are almost 100,000 adults who are regularly involved in the United Kingdom as Members of the Movement. Many more provide back-up support. Go on, be one of them!

Make a difference

Getting involved in Scouting as a Secretary

Introduction

Ask a young person why they stay in Scouting, and they will probably say because they 'get something out of it.' This is true for adults in Scouting too!

Being an adult in Scouting can be challenging but also very rewarding. What adults get out of Scouting, depends on what they put in! Adults stay involved for a variety of reasons and some are the same as for young people – it is fun, there is chance to make new friends, and adults get the same opportunity for adventure as young people. There is also the chance for adults to see young people develop and grow, and know they have contributed to it by passing on their skills and abilities and investing time in them.

Giving is often just as rewarding as receiving, and giving your time and effort to Scouting will certainly be very rewarding!

Before you were asked

Before you were asked to carry out a role in Scouting, an amount of preparation will have taken place. Somebody will have:

- thought about the job that needs to be done
- discussed the skills and the type of person needed to do the job
- identified people to ask.

You have been asked to volunteer because we believe you have something valuable to offer in this role.

Outline of the role

You will have been invited to be the Secretary of either the Group, District, or County Scout Executive Committee. Your main contact will be the Chair of the Committee, and either the Group Scout Leader (GSL), District Commissioner (DC), or County Commissioner (CC). These abbreviations will be used throughout for simplicity.

The main tasks of this role are as follows:

- acting as Secretary of the Council and Executive Committee (i.e. preparing invitations, preparing agendas, taking minutes)
- maintaining records (i.e. minutes, legal and historical documents, registration documents, insurance policies, vehicle registration, and so on)
- supporting the Group, District or County in its administrative responsibilities (i.e. writing and receiving letters, obtaining necessary licences, obtaining insurance, applying for Council Tax relief and so on)
- completing and returning the Annual Census and forwarding a copy to the Treasurer
- working with the GSL/DC/CC and Chairperson in making arrangements for the Annual General Meeting.

There is no fixed time commitment - the time required to fulfil the role varies. It is probable that you will have Executive meetings between three and six times each year, in addition to time spent with the Chair and other Administrators (such as the Treasurer), and supporting fundraising events.

Requirements of the role

There is no maximum age for appointment although you must be over 18, and a Warranted leader cannot hold the post of Secretary. You are also required to be able to hold the position of Trustee.

Before you decide

Scouting will be delighted if you say “yes”, but it is important that you make this decision based on all the facts.

1. Start by asking some questions about the role, so that you have a clear idea about what you might take on – for example:
 - What does the role involve?
 - Where, and when, will I be asked to do the role?
 - Who will I be working with?
 - Who will I be responsible to, and for?
 - What equipment and facilities are available?
 - Will I have to wear uniform, make a Promise or complete any learning?
 - How long do you want me to do the role?
 - How much will it cost?
 - How much time will it take?
 - What help will I get?

Some of these questions may have already been answered by the person who asked you to get involved, but make sure you have as much information as you need. Remember too, that the details are open for discussion – you may not want or be able to do everything that has been asked. Roles can be flexible to meet your needs as well as Scouting's.

2. Meet some of the people involved – you might want to see who you might end up working with, find out what they think about Scouting and why they are involved, and you could ask to meet the person who would support you if you took on the role.

First, there is the Chair and GSL/DC/CC who are best placed to inform you about local Scouting and the Secretary's role. Second, there are the other Secretaries who are fulfilling the same role as you in different areas, who might be able to give you a picture of the role and what is involved.

3. Get hold of more information – the publications *Supporting the Group – Secretary* and *Policy, Organisation and Rules* are available from the Scout Information Centre (0845 300 1818) or online (www.scouts.org.uk/scoutbase).

Your decision

Scouting clearly hopes that you will say 'yes'. If you do not feel able to help, it would be better to have a clear 'no' or 'not at the moment', than 'a perhaps' that never happens. If you do not feel that the role suggested is right for you, but do feel that you wish to help in some other way, let us know. There is always plenty to do.

Procedures

Before starting a role in Scouting, local Scouting is required to make sure there is no reason why you should not be involved in a Movement for young people. We do this in two ways. One is by seeking references from people who know you well. The second is by a criminal records check and by checking our records to see if you have been involved in Scouting before. These checks are designed to safeguard our young people and the Movement's assets. They are completed quickly and in confidence.

You will be asked to complete a CRB form, and may be required to attend a meeting of the local Appointments sub-Committee. The person who recruited you can explain this to you and

may even go with you. There is also a learning requirement that you need to complete, however this should be discussed with you before you start in Scouting.

The Scout Council elects the Secretary at the Annual General Meeting. Once the appointment is approved you will take over the role.

Be part of it!

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Making a difference

Getting involved in Scouting as a Treasurer

Introduction

Ask a young person why they stay in Scouting, and they will probably say because they 'get something out of it'. This is true for adults in Scouting too!

Being an adult in Scouting can be challenging but also very rewarding. What adults get out of Scouting, depends on what they put in! Adults stay involved for a variety of reasons and some are the same as for young people – it is fun, there is chance to make new friends, and adults get the same opportunity for adventure as young people. There is also the chance for adults to see young people develop and grow, and know they have contributed to it by passing on their skills and abilities and investing time in them.

Giving is often just as rewarding as receiving, and giving your time and effort to Scouting will certainly be very rewarding!

Before you were asked

Before you were asked to carry out a role in Scouting, an amount of preparation will have taken place. Somebody will have:

- thought about the job that needs to be done
- discussed the skills and the type of person needed to do the job
- identified people to ask.

You have been asked to volunteer because we believe you have something valuable to offer in this role.

Outline of the role

You will have been invited to be the Treasurer of either the Group, District, or County Scout Executive Committee. Your main contact will be the Chair of the Committee, and either the Group Scout Leader (GSL), District Commissioner (DC), or County Commissioner (CC). These abbreviations will be used throughout for simplicity.

The main tasks of this role are as follows:

- acting as Treasurer of the Group/District or County
- advising the Group/District or County on financial matters
- producing an annual budget for approval by the Executive Committee
- paying out money as approved by the Executive Committee
- ensuring that all funds are properly accounted for
- ensuring that all property is maintained and proper insurance is arranged
- providing an audited statement of accounts for the Annual General Meeting.

There is no fixed time commitment - the time required to fulfil the role varies. It is probable that you will have Executive meetings between three and six times each year, in addition to time spent with the Chair and other Administrators (such as the Secretary), and supporting fundraising events.

Requirements of the role - there is no maximum age for appointment although you must be over 18, and a Warranted Leader cannot hold the post of Treasurer. You are also required to be able to hold the position of Trustee.

Before you decide

Scouting will be delighted if you say “yes”, but it is important that you make this decision based on all the facts.

1. Start by asking some questions about the role, so that you have a clear idea about what you might take on – for example:
 - What does the role involve?
 - Where, and when, will I be asked to do the role?
 - Who will I be working with?
 - Who will I be responsible to, and for?
 - What equipment and facilities are available?
 - Will I have to wear uniform, make a Promise or complete any learning?
 - How long do you want me to do the role?
 - How much will it cost?
 - How much time will it take?
 - What help will I get?

Some of these questions may have already been answered by the person who asked you to get involved, but make sure you have as much information as you need. Remember too, that the details are open for discussion – you may not want or be able to do everything that has been asked, but roles can be flexible to meet your needs as well as Scouting's.

2. Meet some of the people involved – you might want to see who you might end up working with, find out what they think about Scouting and why they are involved, and you could ask to meet the person who would support you if you took on the role.

First, there is the Chair and GSL/D /CC who are best placed to inform you about local Scouting and the Treasurer's role. Second, there are the other Treasurers who are fulfilling the same role as you in different areas, who might be able to give you a picture of the role and what is involved.

3. Get hold of more information – the publications *Supporting the Group – Treasurer and Policy, Organisation and Rules* are available from the Scout Information Centre (0845 300 1818) or online (www.scouts.org.uk/scoutbase).

Your decision

Scouting clearly hopes that you will say 'yes'. If you do not feel able to help, it would be better to have a clear 'no' or 'not at the moment', than 'a perhaps' that never happens. If you do not feel that the role suggested is right for you, but do feel that you wish to help in some other way, let us know. There is always plenty to do.

Procedures

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You will be asked to complete a CRB form, and may be required to attend a meeting of the local Appointments sub-Committee. The person who recruited you can explain this to you and may even go with you. There is also a learning requirement that you need to complete, however this should be discussed with you before you start in Scouting.

The Treasurer is elected at the Annual General Meeting by the Scout Council. Once the appointment is approved you will take over the role.

Be part of it!

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Making a difference

Getting involved in Scouting as a member of an Executive

Introduction

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Before you were asked

Before you were asked to carry out a role in Scouting, an amount of preparation will have taken place. Somebody will have:

- thought about the job that needs to be done
- discussed the skills and the type of person needed to do the job
- identified people to ask.

You have been asked to volunteer because we believe you have something valuable to offer in this role.

Outline of the role

You will have been invited to be a member of either the Group, District, or County Scout Executive Committee. Your main contacts will be the Chair, Treasurer and Secretary of the Committee, and either the Group Scout Leader (GSL), District Commissioner (DC), or County Commissioner (CC). These abbreviations will be used throughout for simplicity.

The Executive Committee is responsible for the management of the Scout Group, District or County. It is accountable to the Council, which is basically all people involved in Scouting at that level – a Group Council involves all leaders, parents, administrators, Patrol Leaders, and others.

The Executive Committee is made up of the following people:

- those who are part of the Committee because of their Scouting role (i.e. Chairperson, Treasurer, Scout Fellowship Chairperson etc.)
- those who are nominated by the GSL/DC/CC and approved by the Council.
- those who are elected by the Council
- those who are co-opted by the Executive
- those who have the right to attend the meeting but are not part of the committee (for example the DC has a right to attend Group Executive meetings).

The Executive Committee is mainly responsible for:

- the maintenance of property and equipment
- fundraising and the administration of finance
- the insurance of people, property and equipment
- assisting with recruitment of adults.

There is no fixed time commitment - the time required to fulfil the role varies. It is probable that you will have Executive meetings between three and six times each year, in addition to time spent supporting fundraising and other events.

Requirements of the role - there is no maximum age for appointment although you must be over 18. You are also required to be able to hold the position of Trustee.

The size of the Committee and frequency of meetings will depend very much on the circumstances and size of the Group/District/County. Some may appoint sub-Committees to look after particular areas – such as appointments, fundraising, social events, running of the headquarters etc.

This explanation of the role of an Executive Committee is a summary – more detail can be found in *Policy, Organisation and Rules (POR)*.

Before you decide

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 - How long do you want me to do the role?
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Your decision

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Procedures

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An introduction to the Scout Fellowship

So what is the Scout Fellowship?

The Scout Fellowship is a group of adults who have one thing in common - a wish to support Scouting. A Scout Fellowship welcomes men and women of all ages, interests and backgrounds. There is no need to have been in Scouting or Guiding before.

All that is required is a willingness to give some of your time to Scouting. In return you will make friends and be able to join with others doing whatever you decide. A Scout Fellowship has its own social and activity programme.

The aim of the Scout Fellowship is to provide active support at all levels of the Association from the local Scout Group to National level.

So what do we mean by 'Active Support?'

Active Support encompasses the talents of the Scout Fellowship of all ages and abilities, whether it is physical, mental, geared to a particular technical skill or general support. In fact just about anything! The important thing is that whatever the Scout Fellowship choose to do, it's aim should always be to make a real impact, helping leaders to deliver good Scouting and young people to learn new skills. The key to its success is its flexibility – always being there to help.

So who belongs to the Scout Fellowship?

A Scout Fellowship may be based around a Scout Group, District, County or a particular task, like canoeing, caving or gang-shows. The members are likely to be:

- people who would like to support Scouting but cannot commit to helping regularly,
- existing and former Leaders or Administrators,
- parents of Members and former Members,
- Scout Network Members,
- friends that would like to come along and enjoy themselves.

In fact, just about anyone!

Members of the Scout Fellowship are Associate Members of the Movement and may become full Members by making the Scout Promise. There is a small fee to pay which goes to pay the Membership Subscription and to fund activities.

How is it organised?

This depends on circumstances and the size of the Fellowship. Most Fellowships have someone who co-ordinates the activities, usually a Chairperson, who in turn has the support of a Secretary and Treasurer. In a larger Fellowship there may well be a small committee who turn the Members' ideas into a programme; in a smaller group this may be done by the Members working together.

What are the benefits?

A Scout Fellowship provides an adult with the opportunity to become connected to Scouting. A Scout Fellowship can help an individual find their own place in Scouting by providing links and introductions within the Group, District or County. A Scout Fellowship meets regularly but Members can join in, in a way that suits them. A Scout Fellowship can provide active support to Scouting either through regular commitments or by one off activities.

What will you have to do?

Since the Scout Fellowship is intended to provide active support to Scouting, you are expected to show support in a way that suits you. Perhaps the occasional evening, or a day or two each year to help organise or run activities, or support the young people, Leaders and other adults.

You will also find yourself drawn into the social activities of the Scout Fellowship and may spend time socialising or walking with new friends. The truthful answer is that you can take part as much as you feel you are able to, but it is recognised that you give your time voluntarily and that the support you give will depend on your circumstances and the time you have available.

The Scout Fellowship is ideal as it is designed to co-ordinate the time and support given by a variety of people in a variety of ways.

Procedures

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Be part of it!

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Starting in Scouting

What happens now that I've said yes?

Most people will be asking themselves all sorts of questions. For example:

- What have I let myself in for?
- Do I have any useful skills?
- Will I get the hang of it?
- Can I ever be as capable as those others can?
- What needs to be my first step?

There is no need for you to worry; such questions are quite normal. However, they do suggest that you need support. Whether you are going to be working with young people, leading other adults or supporting a Scout Group/District/County in another capacity, it is not expected that you to be able to get started on your own.

The first few weeks are always challenging whenever we tackle something new. It is this period when we are finding our feet and when plans for the future are laid. It is clearly a very important time and deserves time and effort. There are four elements:

1. Discussing your Scouting job in detail
2. Identifying the support you need
3. Making plans to get that support
4. Having a go at the job.

The key stages

1. Discuss your Scouting job in detail

There is only one way to do this. It involves a face to face discussion, usually with the person who recruited you or who is going to be your line manager. Together you can discuss the information, introductions and personal support that you will need to get started. The level of discussion will depend on the job in Scouting that you are to undertake. There are, however, some basic rules. You need to have someone who will act as the focus for your help and support. They need to have sufficient experience to be able to do the job but they will also need to be:

- friendly and supportive
- prepared to make time for this important task
- accessible and acceptable to you.

You can make some simple plans to make sure you get this help. Remember that at this stage the plans should cover the early weeks, perhaps the first two months. At intervals, together you can take stock and see how things are going. You can modify the plans if necessary and introduce more of your ideas as you get more involved.

2. Identifying the support you need

When starting something new we all need support. Experience tells us that at the start, support probably comes under the following heading:

- information to help you understand Scouting
- contributing existing knowledge, skills and experience
- learning and using practical skills
- meeting other people
- personal support and encouragement

When you have discussed and listed the needs for each area, your supporter will then be in a position to help you make some plans.

3. Making plans to get support

The lists of needs that have evolved during your discussions now need to be turned into a support plan. You will need to decide against each need:

- how each they will be met (the **method**)
- who will do it (by **whom**)
- what is to happen (the **action**)
- when it will happen (by **when**)

Although it seems a little formal at first, making plans in this way is a very effective and reassuring way of planning support. It makes sure that both you and others involved know what is needed, how support is to be provided, by whom and by when. It avoids confusion and allows you have a contribution in your own progress.

Try to prioritise the items on the support plan so that initially you concentrate on the most important things. Both you and the person supporting you should share the responsibility for taking action. If all of the responsibility is placed on one person, that person could become overloaded while the other gets frustrated by the lack of progress. Making and carrying out the support plan is only part of the process. Getting together with your supporter to review how things have gone is just as important.

The plan can be used to meet and get support from different people in Scouting. This will help you to make friends with new people. It also helps share the load of providing the support. Remember Scouting has a responsibility to support you.

4. Have a go at the job

Nothing boosts people's confidence more than achieving something. This is particularly true for new adults. They establish credibility with their colleagues, the young people, other adults and most importantly with themselves.

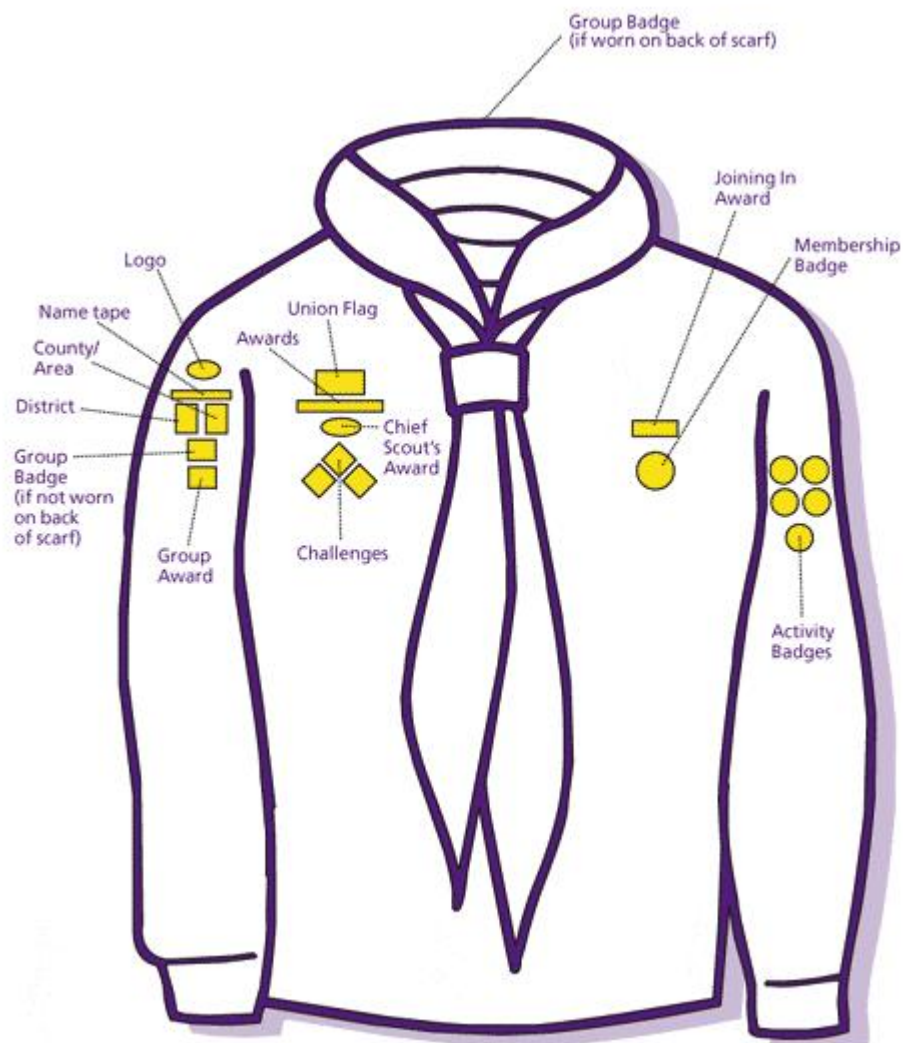
It makes sense to find something with which you are familiar and, if possible, is something fresh and new to those who you are working with. Carrying out an activity that is not done at the moment is a good idea as it will be new to all concerned and people could learn new skills.

Basing an activity around a hobby or interest is another useful way to get started. If you are a newcomer who will be involved in Scouting in another way, working with a more experienced person on a bigger project may also work. This is often a good way of getting involved if you are very unsure.

Good luck in your new role!

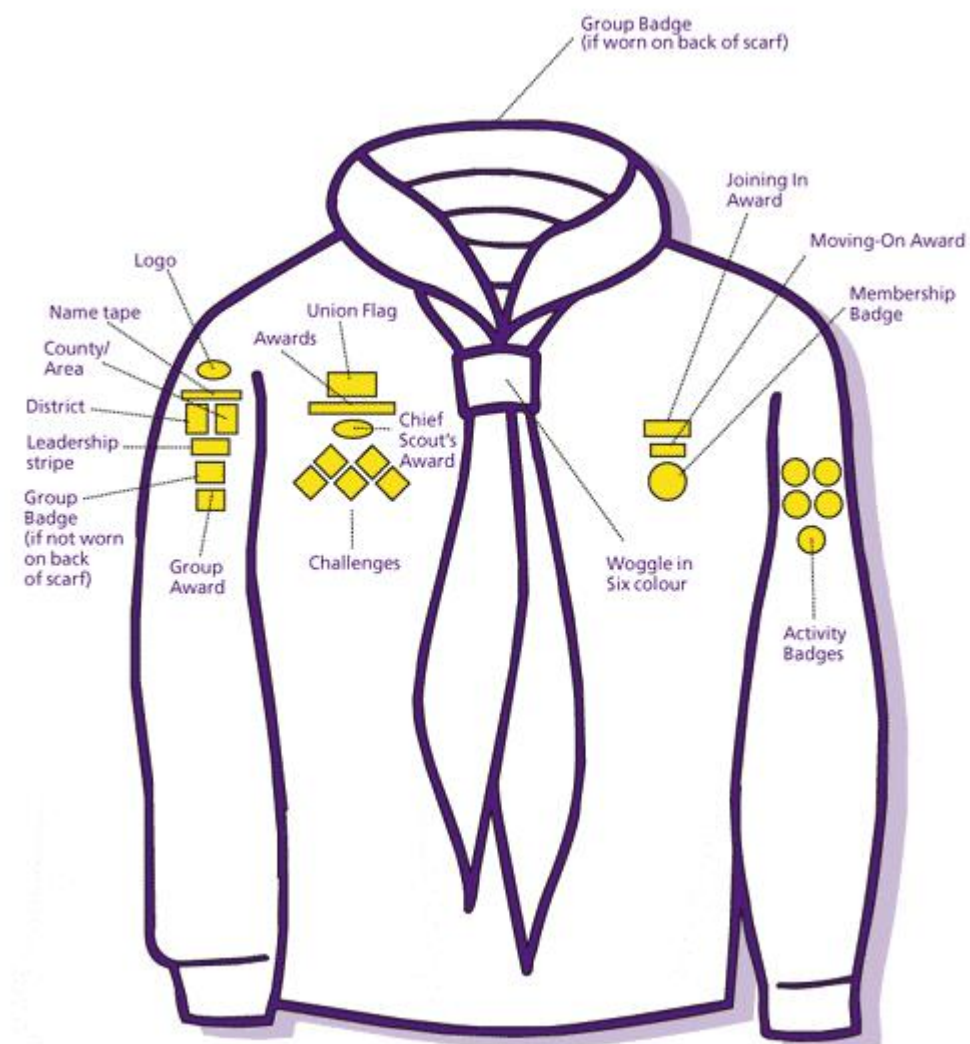


Position of Badge and Awards for Beaver Scouts



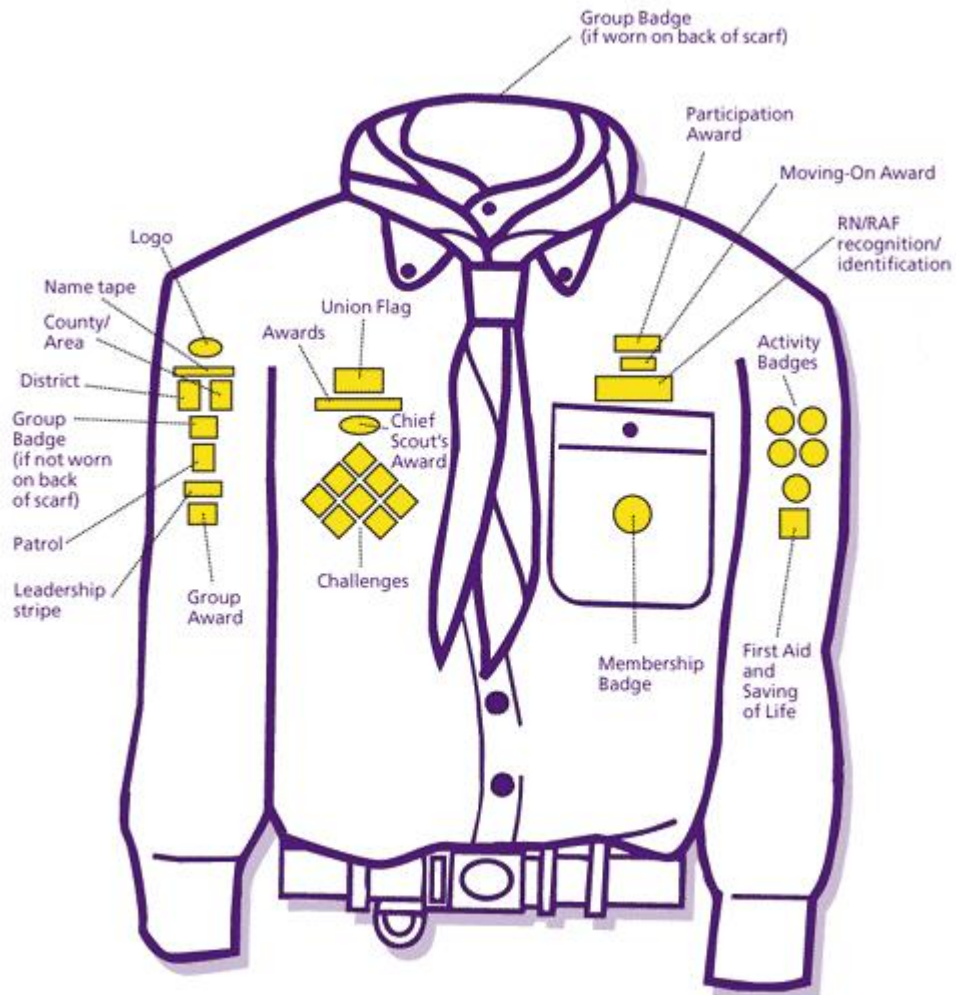


Position of Badges and Awards for Cub Scouts



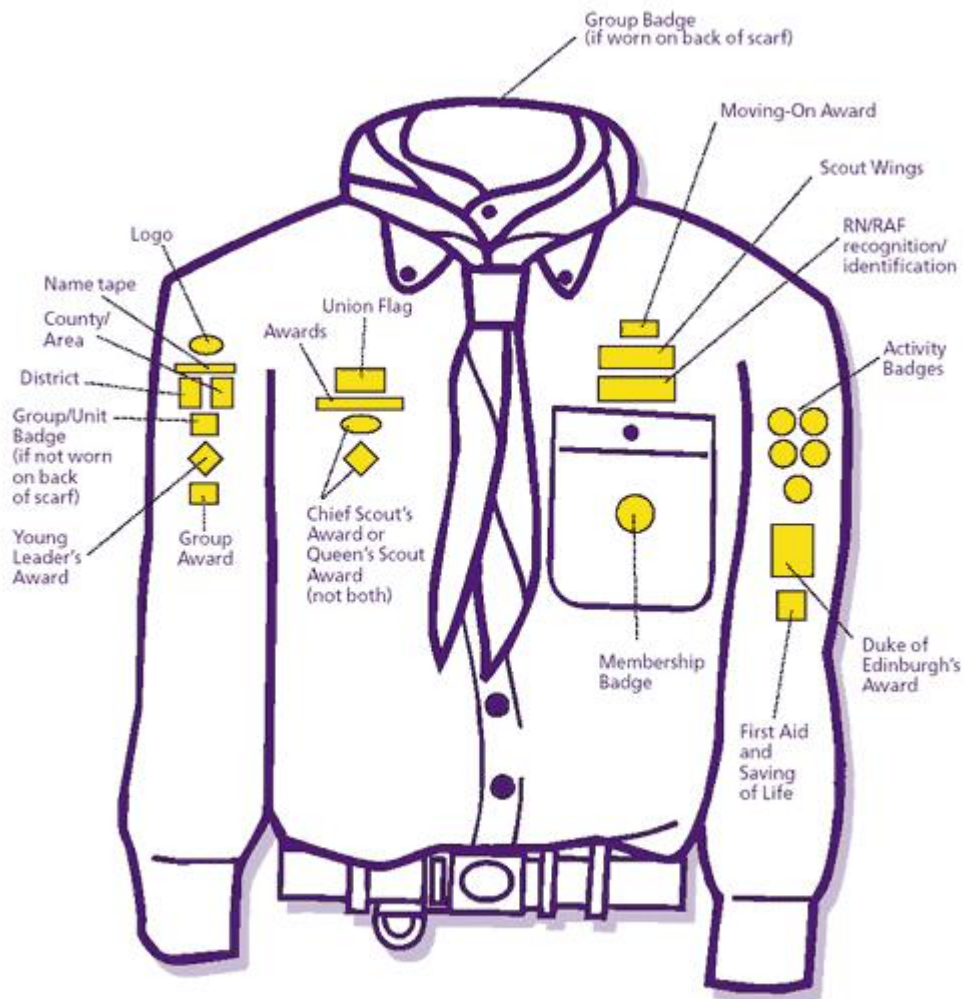


Position of Badges and Awards for Scouts

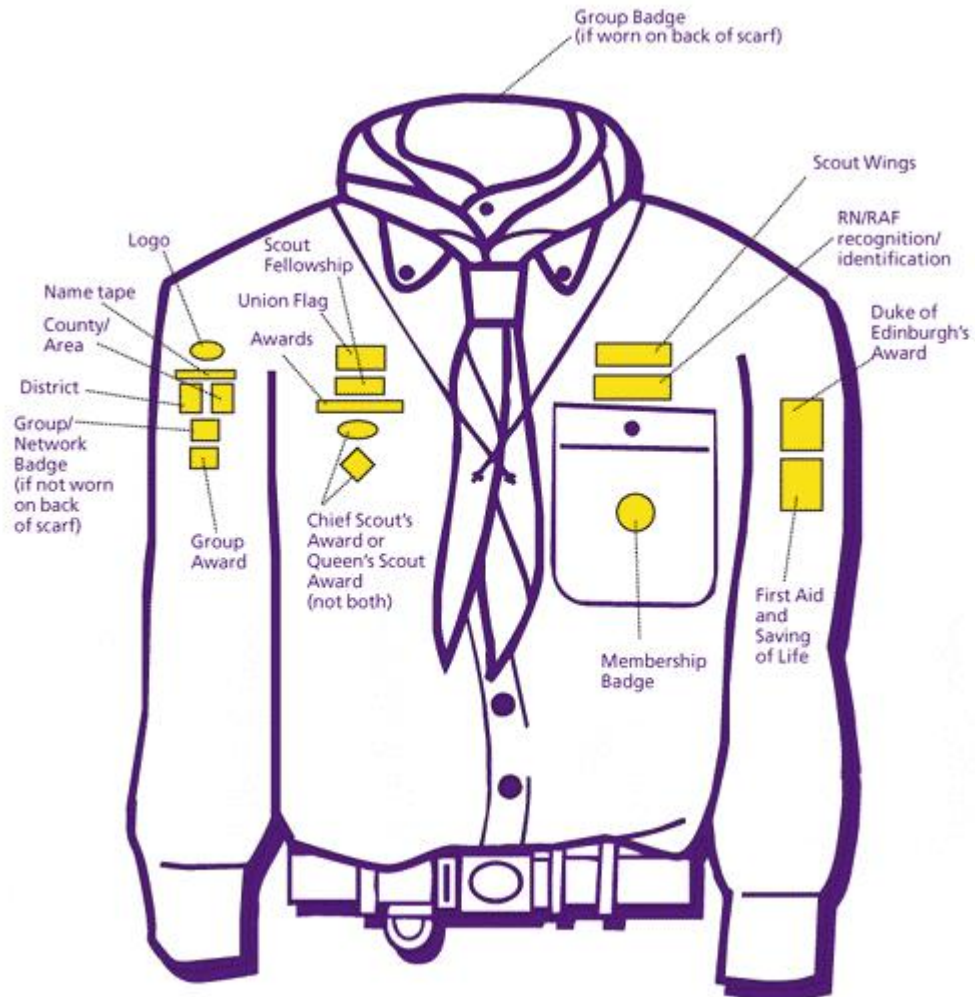




Position of Badges and Awards for Explorer Scouts



Position of Badges and Awards for members of the Scout Network



Position of Badges and Awards for adult Leaders

