



# South Coast & Tablelands Region Handbook 2021

April 2021 Edition





# Introduction



## Region Handbook 2021

The Region Handbook is an important resource for all members of Scouting in South Coast & Tablelands Region. The Region Handbook will go a long way towards informing leaders and youth members alike to navigate the various sections and support teams across the Region. It includes up-to-date information about the Youth Program, Adult Training & Development, Youth Protection, Region and District Teams, Scout Camps, Activity Centres, the Region Calendar and much more!

The Region Handbook will enable people to identify who is best placed in the Region and District teams to support or guide them appropriately - whether support is required relating to the Youth Program, Adventurous Activities, Major Events, Adults in Scouting, Training, Membership, Fundraising, Grants, Property or a diverse range of other topics.

As leaders and adult supporters in South Coast & Tablelands Region we all have a responsibility to inspire and empower young people, build their resilience, support them in developing skills for life and guide them as they create a better world by contributing to their local communities. Its all about Youth leading and Adults supporting.

This Region Handbook is an important resource which guides us to fulfil this shared responsibility through the conduct of Scouting across the Region. It is important for all of us to do our best, help other people, live up to our Scout Promise and Law and lead by example in accordance with our Code of Conduct and Code of Ethics. Our goal is to create a collaborative, resilient and dynamic culture focused on achieving our strategic objectives and developing a bright future for Scouting.

Our Region Strategic Priorities for 2021 include:

1. Membership Growth and Retention
2. Youth Program
3. Adult Training and Development
4. Risk, Safety and Compliance
5. Diversity and Inclusion

I encourage you to refer to the Region Handbook to familiarise yourself with the resources available to support you in delivering the Youth Program and managing the business of Scouting. Please reach out to the relevant contacts in this Region Handbook should you require any assistance for your local Unit, Scout Group, District or Scout Fellowship.

I look forward to your support as we continue to deliver an adventurous, fun, challenging, inclusive and safe program experience for our youth members.

Yours in Scouting,

Anthony Pritchard  
Region Commissioner  
South Coast & Tablelands Region



# Contents

## [Introduction](#)

## [Acknowledgement of Country](#)

## [Purpose, Vision & Mission](#)

## [Scout Promise & Law](#)

## [Youth Protection & Safeguarding](#)

National Child Safe Standards  
Youth Protection Policy and Procedure  
Youth Safe Advocates (YSA)  
Log a Youth Protection Matter  
Safeguarding Commitment Statement  
Know it. Live it. Log it.

## [Risk & Safety](#)

National Risk Management Policy & Framework  
Be Risk Aware, be ScoutSafe  
WHS Policies and Procedures  
Risk Assessments  
Insurance information  
Incident Reporting  
Scouting Guide to COVID-19

## [Adults in Scouting](#)

Code of Conduct  
Code of Ethics  
Mutual Agreement  
National Adults in Scouting Policy  
Behavioural Issues & Dispute Resolution Policy

## [Adult Training & Development](#)

Adult Training & Development Pathway  
Youth Program Leaders  
Program Support Leaders  
Training Courses  
How long should it take to train a Leader?  
Certificate of Proficiency  
Certificate of Advanced Adult Leadership  
Adventurous Activities Training  
VET Qualifications  
RPL Process: Plan > Do > Review  
Region Training Team

## [Youth Program](#)

Program Experience  
One Program, One Journey  
SPICES  
The Scout Method  
Patrol System  
The Sections  
Youth Leading, Adults Supporting  
Unit Council and Unit Code  
Patrol System  
Plan > Do > Review  
Challenge Areas  
SPICES  
Achievement Pathways  
Program Essentials  
Outdoor Adventure Skills  
Special Interest Areas  
Sustainable Development Goals  
Adventurous Journey  
Personal Development Course  
Personal Reflection  
Peak Awards  
Section Age Ranges Policy  
Region Youth Program Team

## [Adventurous Activities](#)

Activity Notification Procedures  
Adventurous Activities Policies  
National Adventurous Activities Framework  
Region Adventurous Activities Team

## [Region Calendar 2021-2022](#)

## [Region Major Events Policy](#)

## [South Coast & Tablelands Region](#)

Scouting Structure  
Scout Regions in NSW Branch  
Region Team  
Region Team Structure  
Region Team Responsibilities  
Region Senior Leadership Team  
Region Commissioners Conference  
Region Youth Council  
Region Executive Committee  
Region Finance Committee  
Region Property Committee  
Region Activity Centres & Scout Camps  
Mt Keira Scout Camp Management Committee  
Bengalee Scout Camp Management Committee  
Region Office  
Scout Shop  
Region Office & Scout Shop Volunteers  
Delegates to State Council  
Region Trustees  
Honorary Region Advisers  
Honorary Commissioners

## [Districts & Scout Groups](#)

Districts in South Coast & Tablelands Region  
District Team Structure & Responsibilities  
Scout Group Structure  
Scout Group Responsibilities  
Illawarra South District  
Keirawarra District  
Shoalhaven District  
Southern Coast District  
Southern Ranges District

## [Rover Scouts](#)

Rover Scout Units  
Region Rover Council

## [Scout Fellowships](#)

South Coast & Tablelands  
Scout Fellowship  
Shoalhaven Scout Fellowship

## [Region Handbook Updates](#)



We acknowledge the Traditional Owners of country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to Elders past, present and emerging.





# Purpose of Scouting



The Purpose of Scouting provides the movement with a focus – it identifies the key elements that Scouting seeks to achieve through the experiences and program offered.

The purpose of the Scout Movement is to contribute to the education of young people in achieving their full physical, intellectual, emotional, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

## SCOUT NSW VISION

Through fun and friendship, Scouts will inspire and create resilient young people and adults, by developing skills for life and contributing to our community.

## SCOUT NSW MISSION

Scouting develops and empowers youth by gaining life skills and a value system, based on the Scout Promise and Law, building a better world and playing a constructive role in society



# STRONGER TOGETHER



# The Scout Promise

On my honour, I promise  
To do my best,  
To be true to my spiritual beliefs,  
To contribute to my community and to our world,  
To help other people,  
And to live by the Scout Law.

OR

On my honour  
I promise that I will do my best  
To do my duty to my God, and  
To the Queen of Australia  
To help other people,  
And to live by the Scout Law.

## The Scout Law

### BE RESPECTFUL

Be friendly and considerate.  
Care for others and  
the environment.

### DO WHAT IS RIGHT

Be trustworthy,  
honest and fair.  
Use resources wisely.

### BELIEVE IN MYSELF

Learn from my experiences.  
Face challenges with  
courage.



**“On my honour,  
I promise to do my best ...**

**...to help other people,  
and to live by the Scout Law”**

### **BE RESPECTFUL**

### **DO WHAT IS RIGHT**

### **BELIEVE IN MYSELF**





## Scouts Australia Child Protection Policy

Approved by the National Executive Committee of Scouts Australia  
(The Scout Association of Australia) at its November 2020 meeting.



## Scouts NSW is committed to safeguarding youth in our care.

Youth Protection is everyone's responsibility.



Know It. Live It. Log It.  
SAFE FUN FOR ALL

# Youth Protection & Safeguarding

## The Child Safe Standards



### STANDARD 1

Child safety is embedded in organisational leadership, governance and culture



### STANDARD 3

Families and communities are informed and involved



### STANDARD 2

Children participate in decisions affecting them and are taken seriously



### STANDARD 4

Equity is upheld and diverse needs are taken into account



### STANDARD 5

People working with children are suitable and supported

### STANDARD 6

Processes to respond to complaints of child abuse are child focused



### STANDARD 7

Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training



### STANDARD 8

Physical and online environments minimise the opportunity for abuse to occur



### STANDARD 9

Implementation of the Child Safe Standards is continuously reviewed and improved



### STANDARD 10

Policies and procedures document how the organisation is child safe



Scouts Australia NSW



# Youth Protection and Safety

At Scouts NSW, our aim is to create a safe and secure environment where every young person understands they have a right to feel safe. Youth protection is our number one priority and is everyone's responsibility.

## Keeping our Youth Safe

Scouts NSW has a zero tolerance policy towards abuse. It is important that every adult and child in Scouting in NSW is aware of and familiar with the **Scouts NSW Youth Protection Policy and Procedure** and understand who they can approach and the appropriate steps to take, should any form of abuse be brought to their attention.

At Scouts NSW:

- All Leaders are thoroughly screened, undergo a NSW Police Check, and must hold a valid, verified Working with Children Check.
- Adult Leaders receive comprehensive, ongoing training across a range of subjects including leadership, WHS, and youth protection.
- At least one person trained in first aid attends all major events.
- At least two adults are present at all meetings and events.



[Youth Protection Policy](#)

[Youth Protection Procedure](#)



[Youth Safe Advocates](#)



[Log a Youth Protection matter](#)





# Safeguarding Commitment Statement

Scouts NSW is committed to creating an environment where all of our members are safe, supported and protected.

We acknowledge that youth protection is an essential component of our program. The protection of children and young people is a primary part of each Member's service delivery role and is our collective responsibility.

We believe that:

- Children and young people should never experience abuse.
- All children and young people have the right to feel safe and be safe.
- We have a responsibility to promote the welfare of children and young people.
- Every child is valuable and should be given the opportunity to reach their full potential.

We recognise that:

- The welfare of children and young people is paramount in all the work we do and in all the decisions we take.
- All children, regardless of age, disability, race, religion or belief, sex or sexual orientation have an equal right to protection from all types of harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependence, communication needs or other issues.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare.

We are committed to:

- Ensuring our members know that they have a right to feel safe and to be safe.
- Taking the interests and wellbeing of young people into account, in all our considerations and activities.
- Respecting the rights, wishes and feelings of the young people with whom we work.
- Developing a culture of safety and wellbeing.
- Taking all reasonable practicable steps to protect our members from neglect, physical, sexual and emotional abuse.
- Standing up to and reporting misconduct and calling out inappropriate behaviours.



# Safeguarding Commitment Statement

We will seek to keep children and young people safe by:

- Valuing, listening to and respecting children and young people.
- Focusing on children and young people in all the work that we do and in all the decisions we take.
- Appointing a dedicated Scouts NSW Youth Protection Team, which is accessible to all members of Scouting and the wider community.
- Appointing Youth Safe Advocates throughout the state to provide an accessible point of contact for all members of scouting.
- Empowering children and young people to log their concerns with the Youth Protection Team
- Adopting child protection and safeguarding best practice through our policies, procedures and code of conduct for all staff and volunteers.
- Modelling and requiring appropriate and respectful behaviours in all relationships in Scouting.
- Recruiting and selecting staff and volunteers safely, using appropriate screening measures and WWCC.
- Sharing information about safeguarding and good practice with children and their families via leaflets, posters, group work and discussions.
- Making sure that all members of Scouting, their families and the wider community know where to go for help where they have a concern.
- Building a safeguarding culture where staff and volunteers, children, young people and their families, treat each other with respect and are comfortable sharing concerns.

Scouts NSW is built on the values of the Scouts Law - of being respectful, doing what is right and believing in ourselves. We firmly believe that when our youth members feel safe and supported, they will be empowered to live out these principles and embrace life's challenges in a positive way.

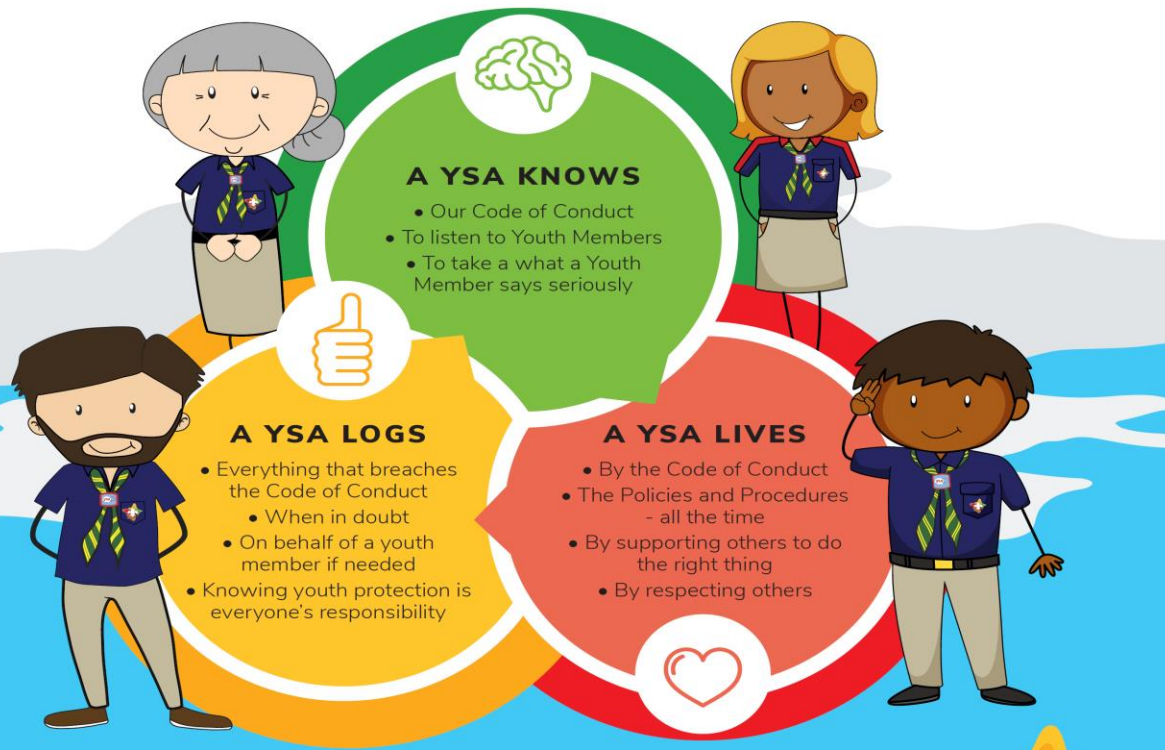
Scouts NSW will continue to review and implement our processes to safeguard our youth members. We remain committed to our youth's safety as they grow and develop into confident young leaders.



# Know It. Live It. Log It.

Youth Safe Advocates support our youth members, provide them with a safe environment, help them to feel safe and encourage them to speak up.

Your training by the Office of the Children's Guardian helps you to know how to deal with disclosures and log them appropriately. This is a key part of living Scouts NSW's commitment to safeguarding youth in our care.



To ensure Scouts NSW is a safe place to make friends and contribute to the world around us, on the next page we have outlined what you need to know, when you must log something and how you can log something.



Know It.  
Live It.  
Log It.  
Safe fun for All

ysa  
YOUTH SAFE  
ADVOCATES



## WHAT

### WHAT DO I NEED TO KNOW?

Every YSA must be aware of and familiar with Scouts NSW's Policies and Procedures, which are in place to create a safe and secure environment.

Visit [www.nsw.scouts.com.au/youthprotection](http://www.nsw.scouts.com.au/youthprotection) to access the following important information and documents:

- Scouts NSW Youth Protection Policy
- Scouts NSW Code of Conduct and Code of Ethics
- Scouts NSW Safeguarding Commitment Statement

## WHEN

### WHEN DO I NEED TO LOG SOMETHING?

If you witness unsafe behaviour, if you are told about unsafe behaviour or if you feel unsafe, you must log it.

Everything that breaches the Code of Conduct; all suspicions, concerns or allegations about youth protection matters must be logged.

If in doubt, log it.

## HOW

### HOW DO I LOG SOMETHING?

There are three ways through which you can log something.

**Website:** Use the online youth protection form at [www.nsw.scouts.com.au/youthprotection/log-it](http://www.nsw.scouts.com.au/youthprotection/log-it)

**Phone:** Call 02 9735 9000

**Email:** [youthprotection@nsw.scouts.com.au](mailto:youthprotection@nsw.scouts.com.au)

## YOUTH PROTECTION IS EVERYONE'S RESPONSIBILITY.

## IMMINENT DANGER

If someone is in danger now, call 000.

When a report is made to the Police, you must subsequently notify the Scouts NSW State Office.





# Risk & Safety





**Scouts**  
AUSTRALIA

# Scouts Australia Risk Management Policy (and Framework)

Approved by the National Executive Committee  
of Scouts Australia  
(The Scout Association of Australia) on 15 August 2020





# Scouts Australia

## RISK MANAGEMENT POLICY

### Contents

1. INTRODUCTION	3
2. POLICY OBJECTIVES	3
3. SCOPE	4
4. DEFINITIONS	4
5. POLICY COMMITMENT	4
6. RESPONSIBILITIES	4
7. THE RISK MANAGEMENT PRINCIPLES (APPLICATION TO SCOUTS AUSTRALIA)	5
8. RISK TOLERANCE (GENERAL)	6
9. PERFORMANCE MEASURES	6
10. REVIEW	6
ANNEX A	7
SCOUTS AUSTRALIA	7
RISK MANAGEMENT POLICY	7
1. SCOUTS AUSTRALIA RISK FRAMEWORK	7
2. LEADERSHIP AND COMMITMENT	8
3. SCOUTS AUSTRALIA'S RISK ENVIRONMENT AND CONTEXT	10
4. SCOUTS AUSTRALIA – MAIN RISK TYPES	11
5. SCOUTS AUSTRALIA – RISK ASSESSMENT	11
6. SCOUTS AUSTRALIA – RISK TREATMENT	12
7. RISK TOLERANCE (SPECIFIC GUIDANCE)	12
8. RISK REPORTING	13
9. TRAINING & EDUCATION	13
APPENDIX 1	15
APPENDIX 2	16
APPENDIX 3	17
APPENDIX 4	18
APPENDIX 5	19
RELATED DOCUMENTS	20

#### REVISION HISTORY:

DATE	REVISION
2003	Original Policy Approved
2008	Updated Policy
2011	Updated Policy
2020	Policy Rewrite



## 1. INTRODUCTION

Scouts Australia carries a responsibility to ensure that organisational, operational, reputational and physical risk to members and the wider Association is minimized in the pursuit of our purpose to contribute to the education of young people to assist them achieve their full physical, intellectual, emotional, social and spiritual potential. We are an organisation that understands that an amount of 'risk' is acceptable (and even required) to achieve this purpose. Our founder, Lord Baden-Powell exalted young people 'to be prepared' and this policy recognises this founding philosophy.

Most contemporary risk management policies developed in Australia recognise that risk is not a matter for elimination, but for management to a level of acceptance. This is especially important in a youth development context, as planning a challenging adventure and foreseeing dangers are very much a part of the Scouts Australia lexicon. We understand in a youth development sense - that 'risk' is very much a part of a young person's development as is the ability to learn from challenging experiences. Of course, Scouts Australia has zero tolerance towards any form of child abuse, and it is every member's responsibility to ensure that this risk is eliminated.

Therefore, while this policy will present current industry and international standards and reflect best risk management practice, it will be focused on the outcomes we want to achieve for our youth members and their families, our Leaders and other adults in Scouting.

## 2. POLICY OBJECTIVES

When 'risk management' is considered and performed well (at a major event, or at the local Scout Hall) it should be seamlessly integrated into everything we do. When it is not conducted well, the consequences for our members and perhaps for the organisation can be significant. From a Scouts Australia perspective, very effective risk management will enhance our opportunity to excite and challenge young people while at the same time minimise the chance of mishap or harm. Effective risk management will also help protect the very positive reputation we enjoy in Australia, as well as enhance our credentials as excellent developers of Australia's youth. Through this policy, Scouts Australia aims to:

- be able to present the most challenging and adventurous youth program possible in the safest way possible;
- enhance its youth development credentials in Australia and within the World Organisation of the Scouting Movement;
- achieve best practice in managing risk, while ensuring our youth program is exciting and challenging at each age level;
- protect its members, assets and resources as best as possible;
- emphasise the 'management' of risk in our youth program and supporting operations rather than the elimination of risk;
- meet its legal and fiduciary responsibilities;
- conform with the principles, framework and process as described in AS ISO 31000: 2018 Risk Management – Guideline; and
- assist Australian Scout Branches to achieve best practice risk management.

It is recognised that Scouts Australia (including the national support structure, the national office, as well as the State and Territory Branches) have been managing risk in Scouting very effectively for over 110 years. This policy formalises our collective current understanding of risk and represents a significant update to the original Policy developed and adopted by the Association in 2003.

### 3. SCOPE

This document applies to all members of Scouts Australia; adult helpers and supporters of the program, senior staff, other employees and consultants/contractors as well as youth members participating in Scout activities. Every Scouts Australia sub-entity (national functional area, event, contingent and project) and Scout Branch is to conform with the requirements of this policy and incorporate these into their own risk management frameworks.

### 4. DEFINITIONS

A full set of Risk Definitions and Related Documents are contained at APPENDIX 5.

### 5. POLICY COMMITMENT

Scouts Australia, its sub-entities and Branches agree that:

- 'risk management' is an **integral** part of our planning and decision-making processes.
- there will be a **consistent** approach to managing risks across Scouts Australia and its Branches.
- **clear roles** and responsibilities will be defined for every Scouts Australia entity and Branch.
- all members, volunteers and staff with risk management roles and responsibilities will be provided with the **necessary authority** to undertake these responsibilities.
- there is **accountability** assigned to all those with risk management responsibilities.
- the appropriate **resources will be allocated** to support risk management.
- that **regular communication** and feedback across the Scouts Australia stakeholder community will be promoted; encouraged and responded to.
- Scouts Australia (including all sub entities and contingents) as well as Branches are committed to providing the best opportunities to achieve our objectives (above) while at the same time, **ensuring best practise** risk management.

### 6. RESPONSIBILITIES

The National Executive Committee (NEC) and the National Operations Committee (NOC) assisted by the National Risk Management Committee (NRMC) are responsible for:

- the development, **monitoring** and review of the National Risk Management Policy and sub-entity risk **frameworks** as well as this Policy and guidance.
- the development of a '**National Risk Register**' that is appropriate for level and applicable to the operations and functions of Scouts Australia (see Figure 2 Page 9).
- the development of **risk management plans for national events** and overseas contingents (in close conjunction with hosting Branches and International Contingent Leaders).
- **supporting** Scouts Australia **Branches** in the development of their own risk registers and risk management plans conforming with this Policy.

Branch Executive Committees are responsible for:

- the **development** of Branch risk management **frameworks** or plans that are consistent with this National Risk Management Policy and guidance.
- the development and **maintenance of Branch operational risk registers** and "National Adventurous Activity Frameworks" (Safety Standards and Procedures) as well as host-Branch risk management plans for major Scout events for the approval by the NEC.
- ensuring appropriate **delegated authorities and resources** are established to fulfil the objectives of Branch risk management framework and plans.
- ensuring that adequate risk transferral measures (**insurances**) are established where appropriate to support all Branch activities; major national events and national/international contingents in accordance with the national major events policy and national direction as applicable.



## 7. THE RISK MANAGEMENT PRINCIPLES (application to Scouts Australia)

The following principles provide guidance on the characteristics of effective and efficient risk management:

**Principle 1. Consistent:** Risk management is an integral part of all organisational activities. All Branches and the 'National Body' should ensure that risk frameworks and plans developed at all levels are **consistent with and conform to** the standards of this Policy.

**Principle 2. Structured and comprehensive:** A **structured and comprehensive** approach to risk management which includes risk management matrices, risk transference mechanisms, and the development of Scouts Australia risk tolerance levels will all contribute to consistency, interoperability and shared learning across the Association. See ANNEX A (FRAMEWORK).

**Principle 3. Customised:** Scouts Australia National Risk Management Policy and frameworks (processes) **should always be geared to our own organisational risk management OBJECTIVES** (at Section 2).

**Principle 4. Inclusive:** Appropriate and timely **involvement of all stakeholders** enables their knowledge, views and perceptions to be considered. This results in improved awareness and informed risk management across Scouting in Australia.

**Principle 5. Dynamic:** **Risks can emerge, change or disappear.** This is especially so for 'Scouting' which incorporates a vast array of activities, major events, business enterprise, and resource management. For example, whilst a reputational risk can come upon us very quickly, another can also be quite slow to manifest with greater potential for more damaging effect. Consequently risk management matrices, risk transference mechanisms, and the development of Scouts Australia risk tolerance levels should be reviewed regularly as well as on a needs basis to ensure their applicability.

**Principle 6. Best available information:** The inputs to risk management are based on **historical** and **current** information, as well as on **future expectations**. Risk management explicitly takes into account any limitations and uncertainties associated with such information and expectations.

**Principle 7. Human and cultural factors:** Human behaviour and culture significantly influence all aspects of risk management at each level and stage. In these cases, an observer's **best judgement is encouraged**. Our risk processes must account for the varied cultural backgrounds of our members.

**Principle 8. Continual improvement:** Our ability to successfully manage risk is continually improved through **learning and experience**.

**Principle 9. Shared:** Scouts Australia encourages a culture of '**sharing**' rather than **withholding**. Branch CEOs/GMs are to share risk assessments, plans, and outcomes (including incidents) at their meetings and these will be provided to the Chair of the National Risk Management Committee by the NGM. What can be learned (immediately) from an occurrence (or anticipation) in another Scout Branch could avoid serious mishap, or provide a very timely warning for mitigation. As information is shared, all sub entities and Branches are to update their risk frameworks as applicable.

## **8. RISK TOLERANCE (General)**

Scouts Australia encourages all Scout Branches to manage risk at the lowest level possible. This means that once operational plans and risk assessments have been approved at the appropriate level, Commissioners, Contingent Leaders and line Leaders should be given the authority to manage within those bounds.

More importantly, Scouts Australia promotes an organisational atmosphere of 'risk acceptance' and reinforces to all members that a measure of risk is indeed acceptable and that - notwithstanding all the advice on the process of assessing and treating risk - the key for Scouting is to actively manage the risk, rather than to avoid it, or worse, to minimise it to the point where the activity is no longer challenging. Specific guidance regarding Risk Tolerance is contained at Section 16. It is expected that every National sub-entity and Branch will develop and publish their own risk tolerances consistent with this Policy.

## **9. PERFORMANCE MEASURES**

The effectiveness of this National Risk Management Policy (to be assessed every year) will be measured in relation to five categories:

- Sub-entity, international contingent, and Branch compliance with this policy;
- Sub-entity, international contingent and Branch feedback;
- The number of reports, improvements to, and the successes of our operations;
- The number of failures, near-misses and incidence of mishap throughout our organisation;
- Member satisfaction feedback (risk) – to be sought annually through national survey.

The detail of the organisational performance measures we seek in relation to Risk Management is detailed in the Scouts Australia Risk Management Framework (ANNEX A).

## **10. REVIEW**

This policy, and its accompanying national framework (ANNEX A) is to be reviewed annually by the Scouts Australia National Risk Management Committee. The result of the review and suggested amendments are to be presented to the NEC for approval. The policy is also to be reviewed every three years by an external consultancy which is to report to the Risk Committee for on-forwarding to the NEC. Of course, there may be a situation where there is a need to amend the policy immediately. This will be done through consultation between the Chair National Risk Management Committee and the NEC.

The Policy's Risk Register is to be developed over time with the input of national level functional sub-entities and State and Territory Branches. Once established, the Risk Register is to be updated at the discretion of the National Risk Management Committee as input is shared/received.



## ANNEX A

### Scouts Australia

### Risk Management Policy

#### 1. SCOUTS AUSTRALIA RISK FRAMEWORK

The Scouts Australia Risk Management Framework is a supporting section for the Scouts Australia National Risk Management Policy. This part of the Policy provides guidance within the international standard (AS ISO 31000 Risk Management) but importantly connects this standard guidance with Scouting in Australia. This risk management framework provides **specific** guidance in the areas of:

- Scouts Australia's Risk Governance model;
- Risk Registers;
- Risk Assessments;
- Minimum risk requirements for Scouts Australia and all sub-entities;
- Scouts Australia's 'Risk Appetite'; and
- Reporting.

Scouts Australia, its Branches and other sub-entities have been managing risks in the interests of young Australians for over 110 years. Lord Baden-Powell's vision that all young persons should be the best they can be through personal development and learning in safe practical environments was the founding premise for world Scouting.

At the same time, it is important for Scouting today to acknowledge that the AS ISO 31000 'Risk Management-Guidelines' formally identifies the relationship between a sound risk management framework and the overall management of an organisation. That relationship is defined as follows:

<b>Managing risk is iterative and assists organisations in setting strategy, achieving objectives and making informed decisions.</b>	An effective risk management framework across Scouts Australia will ensure that all strategic and operational objectives are implemented cognisant of the risks involved and the opportunities that exist.  When Scouts Australia identifies and treats risk in its planning it has a far greater chance that it will achieve its planned outcomes than an organisation that does not.
<b>Managing risk is part of governance and leadership and is fundamental to how an organisation is managed at all levels. It contributes to the improvement of management systems.</b>	The risk management methodology outlined in ISO AS 31000 applies rigour to the Scouts Australia decision-making process reducing the probability and/or consequences of unforeseen events and develops member confidence that risks have been addressed appropriately.
<b>Managing risk is part of all activities associated with an organisation and includes interaction with stakeholders.</b>	An effective risk management framework develops an ethos of anticipating and professionally managing risks, reducing the time and energy spent in crisis management.
<b>Managing risk considers the external and internal context of the organisation, including human behaviour and cultural factors.</b>	<b>Scouts Australia's risk management framework is derived from the vision of Lord Baden Powell and the implementation of his vision in the modern and diverse association it has become.</b>
<b>Managing risk is based on the principles, framework and process outlined in AS ISO 31000 Risk Management -Guidelines</b>	The application of a consistent and sound risk management framework applied throughout Scouts Australia engenders confidence in our entire stakeholder community (members, parents, partners and authorities).

The major elements of an effective Risk Management Framework are highlighted in Figure 1.

## 2. LEADERSHIP AND COMMITMENT

To ensure the ongoing effectiveness of the Scouts Australia National Risk Management Framework, it is critical that there is active and ongoing support for the Framework by Scouts Australia's leadership. This means that every Leader, Contingent Leader, Commissioner, NEC/BEC and our senior Scout Headquarters staff are, in effect, responsible for 'risk management' throughout our organisation.

It is important that we foster and maintain an organisational 'risk management culture' and an awareness of risk and its consequences. This culture is already extant, however it is very important that this continues to be 'championed' by our Chief Commissioners, NEC, BEC and senior staff. This leadership and support will ensure that the required culture becomes 'second-nature' at all levels.

Scouts Australia has created a National Risk Management Committee which assists the NEC set policy and guidance throughout the Association. The Committee comprises a high level of 'risk expertise' as well as persons well versed in our Scout structures and capacity. This Committee is focused at the strategic level of the National Association.

**Risk Registers.** Other Committees at the National level (such as Governance, Adult Training & Development, Marketing, Program, Finance and Operations) have important roles in our risk management structure and they are to develop and maintain specific 'risk registers' for those functional areas at a national level which can be incorporated into this national framework.

Scout Branches are to set structures to ensure the championing of this risk management framework at Branch level and further, to all Scouting formations (e.g. Scout Regions, Districts, Sections, Scout Groups, activity centers and campsites). For example, each functional area of Scouting at the National level and each Branch of Scouting in Australia is to maintain a Risk Register as an integral part of its own specific risk management framework. A Risk Register may take many forms, ranging from automated software models through to a simpler listing. An example is attached at APPENDIX 1. The minimum requirements are:

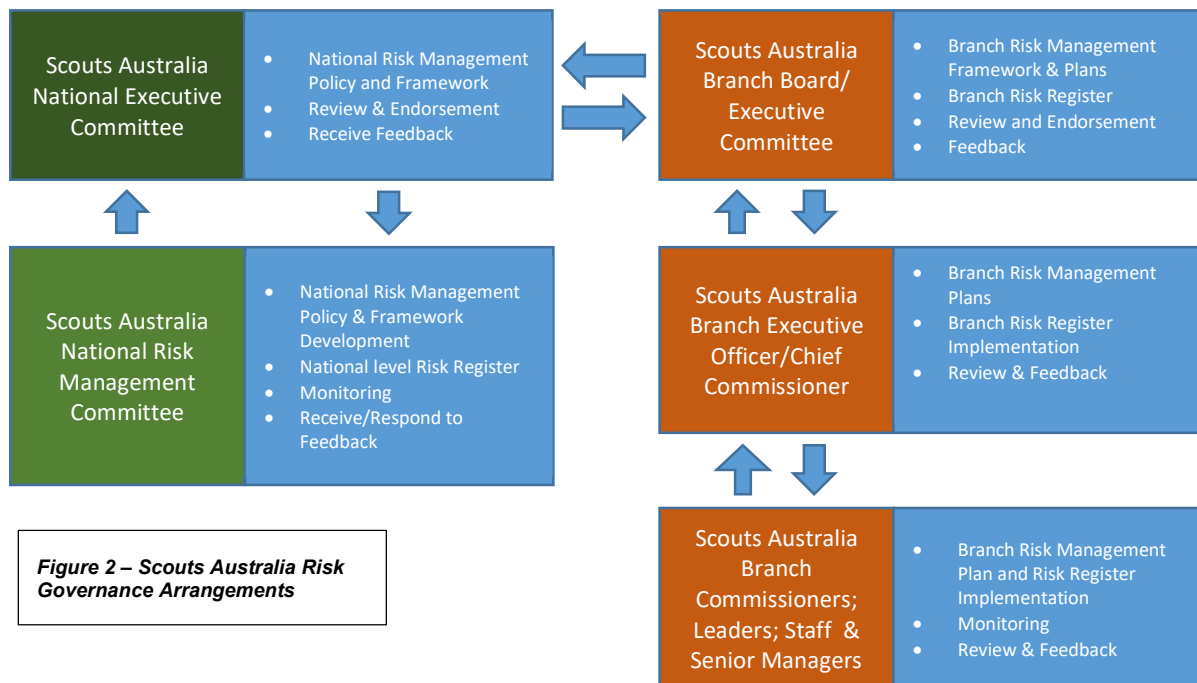
- the date the risk manifested or was forecast;
- the type of risk (Section 14);
- a description of the risk;
- the risk event;
- the likelihood and consequence of the risk;
- the 'risk rating' of the risk (based on the likelihood and ramification);
- who will manage the risk; and
- the mitigating measures to minimise the consequences of the risk.



**Figure 1—Elements of an Effective Risk Management Framework (Source: AS ISO 31000:2018 Risk management - Guidelines)**



The Scouts Australia governance arrangements for the management of risk are outlined in the diagram below:



**Communication and Relationship Management.** Communication of risk and consultation with our members and external stakeholder community are essential to supporting sound risk management decisions.

An effective risk management framework involves the development of plans and processes at the lowest level possible, ongoing consultation and communication, and review, feedback and continuous correction (where required).

Scouts Australia encourages all its sub-entities, and Branches to:

- Raise risk reports and provide feedback on any area of risk to the next highest level of Scouting.
- Review and refresh annually all risk related policies, safety standards, alerts and risk registers.
- Conduct risk management workshops at all levels of the organisation at least annually.
- Embed risk awareness into our induction programs for all adult members.
- As risks are identified, send risk advice to all adult members and or Leaders (as appropriate) and if considered to be widely applicable, to other Scout entities and Branches.
- Establish a 'Community of Practice' around risk awareness and minimisation down to Scout Group level.
- Embed 'risk' as a standard agenda item at all committee levels and also discuss at youth Section levels.

Each sub entity and Branch of Scouting is to develop its own risk communication strategy (reporting up and down) which itself should be communicated through induction training and regular reminder notices.

**Resourcing Risk Management.** Scouts Australia, its sub-entities and Branches are to:

- Develop and distribute their own risk management frameworks (as appropriate) to members.
- Provide training and encouragement in establishing a 'risk aware culture'.
- Provide relevant and suitable risk management training for all members.
- Test the frameworks and systems regularly to ensure ongoing compliance.
- Conduct an internal risk review annually.
- Engage a 3<sup>rd</sup> party assessment (this could be from another Branch) of all risk documentation and effort at least every two years (our 'risk partners' (insurers) will often conduct audits on request).
- Conduct remediation; correction and retraining as a result of mishap.
- Maintain adequate risk transference measures (insurances).
- Establish and maintain a Risk Register for those 'material' risks that can be identified at each level of Scouting.
- Encourage and provide timely feedback upwards and downwards within their respective structures and across to other Branches as appropriate.

### 3. SCOUTS AUSTRALIA'S RISK ENVIRONMENT AND CONTEXT

The **external** risk environment for Scouts Australia is constantly changing, and is impacted by a range of factors such as:

- Changes within the political landscape;
- Increased compliance requirements through a stricter legislative environment;
- Changing social and community expectations;
- The potential for increased competition in the youth sector;
- Changing commercial relationships and revenue streams,
- Guidance and/or direction from Insurers, and
- The pace and breadth of social networks.

Our **internal** risk environment is also impacted by:

- Our time-poor volunteer base;
- The variable nature of our management structures;
- The variable nature of our finances;
- Our internal accountabilities;
- Changes in our program including increasingly demanding adventurous activities;
- Increased international Scouting travel by youth members; and
- The pace and breadth of social networks.

These factors need to be considered in not only the identification of risks, but also when considering their consequences. For example, the increasing pace and breadth of social networks can significantly enhance our reputation, but can also have a significant negative impact upon Scouting in the case of adverse occurrence.



#### 4. SCOUTS AUSTRALIA – MAIN RISK TYPES

For guidance to sub-entities and Branches Scouts, Australia has identified five main **TYPES** of risk for management:

- Strategic risk (generally at National and Branch levels or the organisation as a whole) and risks that impact on the ability of the organisation to meet its strategic objectives;
- Operational & safety risk (generally at Branch level or below, but also at National level for international contingents and major events) and risks that impact on our ability to deliver our program;
- Compliance risk (legislative, regulatory, P&R/policy, Federal and State government commissioners);
- Financial risk (budget integrity, asset protection, financial health); and
- Reputational risk (at local, State and National levels).

#### 5. SCOUTS AUSTRALIA – RISK ASSESSMENT

Risk assessment is best performed at the lowest level possible. Of course, as the assessment is passed upward through Scouts Australia it will be augmented and enhanced at each level. For instance, a risk assessment for a national Jamboree will eventually be enhanced at the strategic level through the NEC. The NEC and/or a BEC may request a detailed risk assessment for any activity before approval. Importantly, a detailed risk assessment is required for every major National and Branch event; overseas or interstate contingent; and Branch Scouting project before implementation.

**The Risk Assessment Process.** The risk assessment process is a very simple methodology which asks that the assessor(s) apply their best opinion on each criteria. For example:

**STEP ONE - IDENTIFICATION:** The assessor attempts to identify every risk that could possibly occur during the activity, event or project against the **TYPES** of risk above (importantly, if any aspect of the activity changes, the assessor must return to this step to re-evaluate);

##### STEP TWO –ANALYSIS

The assessor develops an understanding of the nature and level of the risk, including:

- Likelihood: The assessor then makes their best determination of the likelihood of each risk occurring; and
- Consequence: The assessor addresses the consequence of each occurrence.

The criteria to be used when assessing **LIKELIHOOD** and **CONSEQUENCE** are shown at APPENDIX 2 AND APPENDIX 3 respectively. The criteria to use for **EVALUATION** is shown at APPENDIX 4. A smaller matrix (3x3) may be used for more simple activities and at Scout Group/Unit level.

**STEP THREE - EVALUATION:** The assessor then allocates an ‘importance’ (or risk ranking) for each risk based on the combination the likelihood and consequence (see also APPENDIX 4). This evaluation leads to a decision on how the risk shall be treated.

## 6. SCOUTS AUSTRALIA – RISK TREATMENT

The purpose of risk treatment is to select and implement options for addressing the risk. This is a process of balancing potential benefits against the costs or disadvantages of implementing controls.

**STEP ONE – TREATMENT OPTIONS:** Consider the options in treating the risk. This may include:

- Avoiding the risk
- Taking or increasing the risk to pursue an opportunity
- Removing the risk source
- Changing the likelihood
- Changing the consequence
- Sharing the risk (e.g. Insurance)
- Retaining the risk by informed decision

**STEP TWO – RISK TREATMENT PLAN:** The purpose of the risk treatment plan is to specify how the treatment options will be implemented. Arrangements must be clearly understood and communicated to all those involved. Progress towards implementation must be monitored with appropriate resourcing available and utilised.

**STEP THREE – MONITORING AND REVIEW:** Monitoring and review should take place at all stages of the process. This includes planning, gathering and analysing information, recording results and providing feedback.

**STEP FOUR – REPORTING:** This very important step closes the feedback loop in the risk management process. Once the activity, event or project is finalised the results against the risk management plan are to be communicated to the next highest Scout entity, and back to the relevant event managers and stakeholders. This feedback will be used by Scouts Australia to improve its risk management practice in the pursuit of its strategic and operational objectives. Importantly, the outcomes should also be recorded in the Risk Registers held at the National, Branch and other levels as applicable to the risk.

## 7. RISK TOLERANCE (Specific Guidance)

Scouts Australia expects that every mitigating factor - or a change to the plan - be considered before any activity, event, or project is cancelled (or avoided) due to risk. Cancellation or risk avoidance is always the last option and this option should be used where the importance level is Extreme.

Not all Scouts Australia risk types (Section 4) are equal in terms of acceptance. Scouts Australia's tolerance for residual risk is much lower for 'strategic', 'member/stakeholder safety' and 'reputational' consequence and higher for 'compliance' or 'financial' risk. This does not infer that the latter two types are not important. This simply indicates that our focus is on our people. These risks have been prioritised given their impact to Scouts Australia in a 'Severe' failure. Of course, 'financial' and 'compliance' risks must also be minimised wherever possible.

Our great challenge is to consider our lower tolerance level for residual safety risk to members and stakeholders, against our imperative to present challenging and exciting youth activities and programs.

The intent of this guidance is to convey that it may not always be possible to introduce control measures to minimise residual risks to acceptable levels, however, assessors must consider Scouts Australia's lower tolerance for residual safety-risk. This could mean that safety related risks be elevated and assigned to a higher level of authority or 'watch' for the activity, event or project concerned.



## 8. RISK REPORTING

Reporting 'identified risks' and the sharing of risk registers and risk assessments across the levels of Scouts Australia and its Branches are the indicators of the mature and open risk management framework to which we aspire. We aim to learn from discovered risks, near misses and incidents to prevent serious injury or consequences to our members and our organisations.

Accordingly, all Scouts Australia sub-entities are encouraged to share risk management best practise at every opportunity. This means sharing individually developed Branch risk frameworks, risk registers (at National and Branch level) and National and Branch level Post Event Reports with the Scouts Australia National Risk Management Committee. In this way, Scouts Australia can identify emerging or new risks and update this Policy, as well as the National Risk Register which can be accessed across the entire organisation.

Each Scouts Australia Branch is to develop a risk framework which includes its own reporting requirements from across the Branch. The example 'Risk Register' at APPENDIX 1 provides guidance as to the type of risk information that should be recorded and shared. Branches are encouraged to share information with each other as risks manifest, or alerts are developed. This requirement to share risk information with the National Risk Management Committee and each-other is to be represented in each Branch risk framework.

## 9. TRAINING & EDUCATION

Scouts Australia maintains a rigorous risk management training program through its Adult Training and Development program which includes; risk assessment development, incident reporting, event management, child protection training, privacy and Work Health and Safety (WHS) training.

Additionally, through the Scouts Australia Institute of Training, Scout members may earn nationally recognised Units of Competence which are directly related to Risk Management. These Units of Competency may be earned as part of Certificate II through to Diploma qualifications in the industry sectors of Business Services, Sports Management, Volunteering and Dance & Theatre.

Scouting Preliminary Training	Scouting Essentials	Scouting Adventure	Scouting Leadership
Child Safe Scouting (e)	Plan Do Review (e)	On demand (e) and Face-to-Face training	Leader Operational Tasks (e)
WHS and Scouting (e)	Application of Policy & Rules (F2F)		Situational and Functional Leadership (F2F)
Basic Scout Safe (e)	Risk Assessment and Management (F2F)		Conducting Projects (F2F)
			Sectional Activities Workshop (F2F)
Certificate of Adult Leadership			Wood Badge

Scouts Australia's Adult Training and Development program includes elements that are compulsory for all adult members prior to being issued a Certificate of Adult Leadership. The program includes the following training which has elements of, or fully addresses 'risk management':

Scouts Australia formal training also includes:

- Adventurous Activity specific training aligned to the National Adventurous Activities Framework (Scouts Australia's application of the Australian Adventurous Activity Standards) and the VET Sport, Fitness, and Recreation Training Package; and
- Formal training pathways for all roles which conduct or support formal Scouts Australia training programs (Personal Leader Adviser, Adventurous Activity Guides, Instructors, Assistant Leader Trainers and Leader Trainers).



**APPENDIX 1**  
**Scouts Australia**  
**Risk Management Policy**

## SCOUTS AUSTRALIA RISK REGISTER - EXAMPLE

A Risk Register is a method of recording and monitoring enduring or perpetual risk and applied treatments. It is not used for recording short term risks. The Risk Register often takes the form of a spreadsheet or database and could take the following form:

Date	Risk Type	Risk Description	Event	Likelihood & Consequences	Risk Rating	Ownership	Risk Mitigation
22 Feb 20	Strategic Financial	Scouts Australia cannot fulfil its financial responsibilities to WOSM	Insufficient funds in accounts financier will not extend facility	A <u>possible</u> occurrence without contingency. Embarrassing to Scouts Australia and if not remediated, could result in removal from WOSM	Medium	NEC National Treasurer	Establish cash contingency to cover short term cash flow difficulty Raise membership fees for outyears Enter into negotiations with WOSM
1 Aug 20	Strategic Financial & Reputational	A Scouts Australia Branch declares bankruptcy	A Branch cannot continue to operate under ASIC and ACNC provisions (insolvency)	A <u>possible</u> occurrence. The potential significant loss of securities, assets and the reputational damage of declaration. Likely to draw significant media attention.	Very High	NEC and the collective organisation of Scout Branches and Territories.	Develop a Scouts Australia agreed action plan in collective support of each-other. Branches to develop financial plans to cope with expected outgoings Review plan every six months and provide National Organisation six months warning of impending difficulty
11 Sep 20	Operational & Safety Reputational	A young person is injured whilst engaged in Scout Activities at a major national event	Injury and Hospitalisation	An <u>almost certain</u> occurrence given the volume of youth activities and events run by Scouts Australia and Branches. Depending upon the nature of injury, ramifications range from anger and disquiet to potential litigation & reputational damage	Medium to Very High	NEC Host Branch	Ensure that risk plans specifically for the event are well prepared, communicated and adhered Ensure adequate emergency services are available immediately at every event site Waivers for adventurous activities etc...
1 Jan 21	Compliance	A Leader refuses to undergo a police check	Refusal to submit. Refusal to resign	An <u>Unlikely</u> occurrence but with potentially high ramifications	Medium	Branch	Cancel membership per Scouts Australia Child Protection Policy

## “LIKELIHOOD” CRITERIA

Scouts Australia and its Branches are to adopt the ‘likelihood’ rating system below when analysing risks:

Rating	Descriptors
<b>Almost Certain</b>	The risk, has a very high probability of occurring, or, occurring every time. Risk mitigation measures will certainly be required if the expected consequence of the risk is Significant or Severe.
<b>Likely</b>	The risk, will probably occur. Without control improvement it is more likely than not that the risk will eventuate. Risk mitigation measures are likely to be required, especially for Significant and Severe risks.
<b>Possible</b>	The risk may occur. There may be certain known or unknown circumstances that may cause the risk to eventuate. Again, risk mitigation will be required if the consequences of the risk are considered Significant or Severe.
<b>Unlikely</b>	The risk will occur infrequently if at all. This does not mean the risk can be ignored. Risk mitigation should still be considered in case the risk eventuates and if the consequences are considered Significant or Severe.
<b>Rare</b>	The risk will probably not occur. This does not mean the risk can be ignored. Risk mitigation should still be considered in especially if the consequence is considered Significant or Severe.

A smaller matrix (3x3) may be used for more simple activities and at Scout Group/Unit level.

Please visit the link: <https://paladinrisk.com.au/risk-tip-likely-likely/> for further independent guidance.



**APPENDIX 3**  
**Scouts Australia**  
**Risk Management Policy**

## “CONSEQUENCE” CRITERIA

Scouts Australia and its Branches are to adopt the ‘consequence’ rating system below when analysing risks (a smaller matrix (3x3) may be used for more simple activities and at Scout Group/Unit level):

Rating	Strategic	Operational & Safety	Compliance	Financial	Reputational
<b>Severe</b>	If the risk event occurred, it would have a severe impact on the health of Scouts Australia across the whole organisation such that one or more of our critical objectives cannot be achieved.	If the risk event occurred, it would result in a death and/or permanent disability of personnel where Scouts Australia is found to be primarily responsible.  Significant asset or equipment loss \$1m+	If the risk event occurred, it would result in a member or officer facing criminal prosecution and/or Scouts Australia receives a judgement where the total cost of legal action, fines and remediation exceeds \$1m	If the event occurred, it would result in Scouts Australia or one of its Branches declaring bankruptcy.	If the risk event occurred it would severely adversely affect Scouts Australia’s reputation at the National and/or at a State Branch level for a significant amount of time.
<b>Significant</b>	A risk event that if it occurred would have a significant impact on the health of the organisation such that one or more of our critical objectives would fall below acceptable levels.	If the risk event occurred, it would result in a permanent disability to personnel. Hospitalisation of multiple personnel where injuries will impact them for a significant period of time.  Significant asset or equipment loss under \$1m	If the risk event occurred, it would result in Scouts Australia or a Branch or member/officer receiving a significant fine from a regulator. Scouts Australia or one of its entities receives a judgement where the total cost of legal action, fines and remediation totals 500k plus.	If the risk event occurred, it would result in Scouts Australia or one of its Branches entering into administration or requiring assistance to continue to operate solvently.	If the risk event occurred, it would result in significant embarrassment for the organisation at the National, Branch or local level for a period of time.
<b>Moderate</b>	A risk event that if it occurred would have a moderate impact on the organisation as a whole such that one or more of our critical objectives would fall below our goals, but above a minimum acceptable level.	If the risk event occurred, it would result in Injury or illness to personnel under the control of Scouts Australia requiring medical treatment for a period of time. Moderate asset loss under \$500k.	If the risk event occurred, it would result in Scouts Australia or a Branch or member/officer receiving a fine or enforceable undertaking from a regulator where total costs would be below \$500k.	If the risk event occurred, it would result in Scouts Australia or one of its entities entering into a balance sheet deficit position of up to \$1m for a period of time.	If the risk event occurred, it would result in moderate embarrassment at a Branch or lower level of the organisation for a period of time.
<b>Minor</b>	A risk event that if it occurred would have minor impact on the organisation as a whole such that one or more of objectives would fall below our goals but still achieve well above minimum standards.	A risk event that would result in minor injury or illness to personnel under the control of Scouts Australia requiring medical treatment.  Minor asset or equipment loss.	If the risk event occurred, it would result in Scouts Australia or a Branch or member/officer receiving a warning or improvement notices from an authority.	If the risk event occurred, it would result in a minor and short term reduction to Scouts Australia’s or a Branch equity position.	If the risk event occurred, it would result in a minor reputational disruption at a Branch or lower level of the organisation for a very short period of time.
<b>Insignificant</b>	A risk event that would have little or no impact on the achievement of our organisational objectives.	A risk event that would result in very superficial injuries or insignificant loss with no impairment to the organisation.	If the risk event occurred, it would result in Scouts Australia or any of its entities receiving an advisory caution or minor qualification.	If the risk event occurred, Scouts Australia or a Branch would experience an insignificant financial outcome.	If the risk event occurred, it would result in little to no effect on the reputation of, or embarrassment to, the organisation at any level.

### “RISK RATING” CRITERIA

Scouts Australia and its Branches are to adopt the ‘importance’ rating system below when analysing risks (a smaller matrix (3x3) may be used for more simple activities and at Scout Group/Unit level):

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Significant	Severe
Almost Certain	LOW	MEDIUM	HIGH	EXTREME	EXTREME
Likely	LOW	MEDIUM	HIGH	HIGH	EXTREME
Possible	LOW	MEDIUM	MEDIUM	HIGH	HIGH
Unlikely	LOW	LOW	MEDIUM	MEDIUM	HIGH
Rare	LOW	LOW	LOW	MEDIUM	MEDIUM

**Scouts Australia’s tolerance for residual risk.** Not all Scouts Australia risk types (Section 4) are equal in terms of acceptance. Scouts Australia’s tolerance for residual risk is much lower for ‘strategic’; ‘member/stakeholder safety’ and ‘reputational’ consequence and higher for ‘compliance’ or ‘financial’ risk. This does not infer that the latter two types are not important. This simply indicates that our focus is on our people. These risks have been prioritised given their impact to Scouts Australia in a ‘Severe’ failure. Of course, ‘financial’ and ‘compliance’ risks must also be minimised wherever possible.

**Risk Assessment/Plan.** A detailed risk assessment is required to be submitted for every National/Branch event, contingent deployment (international and national); Branch and higher-level Scout activity or project, by the appointed organising committee; event director or contingent leader. The risk assessment and plan is required to be submitted to the next highest Scout authority in the operational chain. The National/Branch event, international/national contingent deployment, or activity or project is not to proceed until the risk management plan has been evaluated at the appropriate level as determined by the NEC and/or BEC.

‘After Action Risk Reports’ are required at NEC and/or BEC within three months of any National and/or Branch level activity as appropriate (see Figure 2 page 9).

## **AS ISO 31000 Risk Management – Guidelines**

### **Definitions and Related Documents**

<b>Risk</b>	<p>Effect of uncertainty on objectives</p> <p><i>Note 1 to entry: An effect is a deviation from the expected. It can be positive, negative or both, and can address, create or result in opportunities and threats.</i></p> <p><i>Note 2 to entry: Objectives can have different aspects and categories, and can be applied at different levels.</i></p> <p><i>Note 3 to entry: Risk is usually expressed in terms of risk sources, potential events, their consequences and their likelihood.</i></p>
<b>Risk Management</b>	Coordinated activities to direct and control an organisation with regard to risk.
<b>Stakeholder</b>	<p>Person or organisation that can affect, be affected by, or perceive themselves to be affected by a decision or activity.</p> <p><i>Note 1 to entry: The term “interested party” can be used as an alternative to “stakeholder”.</i></p>
<b>Risk Source</b>	Element which alone or in combination has the potential to risk
<b>Event</b>	<p>Occurrence or change of a particular set of circumstances</p> <p><i>Note 1 to entry: An event can have one or more occurrences, and can have several causes and several consequences.</i></p> <p><i>Note 2 to entry: An event can also be something that is expected which does not happen, or something that is not expected when it does happen.</i></p> <p><i>Note 3 to entry: An event can be a risk source.</i></p>
<b>Consequence</b>	<p>Outcome of an event affecting objectives</p> <p><i>Note 1 to entry: A consequence can be certain or uncertain and can have positive or negative direct or indirect effects on objectives.</i></p> <p><i>Note 2 to entry: Consequences can be expressed qualitatively or quantitatively.</i></p> <p><i>Note 3 to entry: Any consequence can escalate through cascading and cumulative effects.</i></p>
<b>Likelihood</b>	<p>Chance of something happening</p> <p><i>Note 1 to entry: In risk management terminology, the word likelihood is used to refer to the chance of something happening, whether defined, measured or determined objectively or subjectively, qualitatively or quantitatively, and described using general terms or mathematically (such as probability or a frequency over a given period of time).</i></p> <p><i>Note 2 to entry: The English term “likelihood” does not have a direct equivalent in some languages; instead, the equivalent of the term “probability” is often used. However, in English, “probability” is often narrowly interpreted as a mathematical term. Therefore, in risk management terminology, “likelihood” is used with the intent that it should have the same broad interpretation as the term “probability” has in languages other than English.</i></p>
<b>Control</b>	<p>Measure that maintains or modifies risk</p> <p><i>Note 1 to entry: Controls include, but are not limited to, any process, policy, device, practice, or other conditions and/or actions which maintain/modify risk.</i></p> <p><i>Note 2 to entry: Controls may not always exert the intended or assumed modifying effect.</i></p>



## Related Documents

*The above National Risk Management Objectives, Scope, Commitment, and Principles provide the over-arching guidance for Risk Management by Scouts Australia for its functional sub-entities and Branches. The guidance set out in this Policy should be read in conjunction with:*

- *Scouts Australia Policy and Rules.*
- *Scouts Australia Child Protection Policy and Prescribed Procedures (2016).*
- *Scouts Australia Privacy Policy (2018).*
- *Scouts Australia WHS Policy (2017).*
- *Scouts Australia Immunisation Policy (2018).*
- *Scouts Australia Major Event Management Policy.*
- *Scouts Australia National Adventurous Activity Framework.*
- *Branch Safety Standards and Procedures documentation.*
- *International Contingent Leaders Handbook*
- *Host Branch Major Events and Activities Reports.*
- *Paladin Risk Management Diploma of Risk Management and Business Continuity Manual.*
- *AS ISO 31000 – 2018.*

# Be Risk Aware, Be Scout Safe

## Scouting@Home

On-line tools play an increasingly important role in keeping us all connected. When adults and young people interact with one another through Scouting@Home, our responsibility to provide a healthy and safe recreational environment moves from the Scout Hall or campsite, into members' homes and surroundings. Developers of on-line materials support a safe environment by careful selection of activities and by providing participants with instruction where needed. Youths are prompted and coached to consider the hazards specific to their individual surrounds using the Scouting principles of Plan > Do > Review.

## Recreational Health and Safety

Scouts NSW aims to safely deliver a fun, challenging and adventurous program that excites young people and their families. It figures that most of what we do is described as recreational. Various activities procedures and child protection procedures, fact sheets etc are in place to help us fulfil our ethical and legal duties in relation to providing a healthy and safe recreational environment.

## Workplace Health and Safety

In order to support the recreational activities, **work** is done by professional employed staff and volunteers. Work can be performed in offices, Scout Halls, activity centres, camp sites etc. During work activities, Workplace Health and Safety (WHS) laws apply. Guidance is provided on what activities typically are regarded as work and everyone who performs work – paid or unpaid- must follow the WHS procedures.

## Safety Alerts and Legislative Updates

To view a full list of Safety Alerts and Legislative Updates, please click [here](#).



**Work Health & Safety information** can be found via the following links to the State website...

[WHS Policies, Procedures and Forms](#)

[Risk Assessments](#)

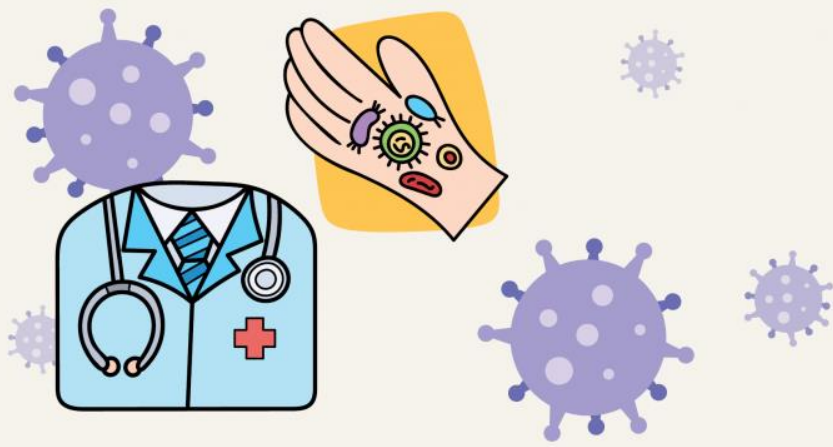
[Insurance](#)

[WHS Incident Reporting](#)

[Health & Safety Committee](#)







# SCOUTING GUIDE TO COVID-19



## Scouts NSW Response to COVID-19

We each play an important role in adopting a calm approach to COVID-19, while being mindful of our actions to limit the effect on our own health, as well as the impact it has on those around us.

The information contained in the [Scouting Guide for COVID-19](#) is provided for Scouts NSW members, their families and other interested parties in relation to COVID-19 and its impact on Scouting activities.

The Scouts NSW Coronavirus Task Force meets to discuss government announcements, public health orders and their ramifications on Scouting activities, to formulate guidance for our members.

The guidance provided in the [Scouting Guide for COVID-19](#) is generally maintained to reflect current information, however our members are asked to stay informed through news channels for any overnight changes and location-specific outbreaks that may restrict activities.

The [Scouting Guide for COVID-19](#) includes information updates and guidance for Leaders and Parents about:

- Scout Activities and Major Events
- Scout Properties, Hall Hire, Campsites and QR Codes
- Meetings and Fundraising
- Cleaning, hygiene and sanitation requirements
- COVIDSafe Plans for Day Activities, Overnight Activities, Scout Halls, Campsites and Activity Centres

# ADULTS IN SCOUTING







## Code of Conduct

This Code of Conduct is a personal commitment. Its purpose is to protect all members of Scouting. It applies to all members over the age of 18, regardless of location and role, when engaging with young people and adults in any form. This includes face to face contact and using technology such as on-line formats. Parents and guardians who wish to actively participate in Scouting activities must also follow this Code.

I will set an example that I would wish others to follow.  
Therefore, I will:

- Respect the dignity of myself and others.
- Demonstrate a high degree of individual responsibility.
- Recognise at all times that my words and actions are an example to other members of the Movement.
- Act at all times in accordance with the Promise and Law, Code of Ethics and this Code of Conduct, thereby setting a suitable example for all.
- Not use the Movement to promote my own beliefs, behaviours and practices where these are not compatible with Scouting Principles.
- Adhere to the Scouts Australia Child Protection Policy and provide a safe environment for youth members participating in the Scout Program, their parents or guardians and visitors.
- Report any conduct seen or heard that does not comply with this code of Conduct to the appropriate Scouting person.



## Code of Ethics

### INTEGRITY

We demonstrate Integrity by:

- Acting with honesty, truthfulness and fostering appropriate healthy professional relationships
- Recognising and fulfilling where possible, our obligations to our community
- Taking responsibility for our own actions and developing integrity in others
- Acting with impartiality, truthfulness and honesty

### RESPECT

We demonstrate Respect by:

- Showing consideration to others, recognising each individual's uniqueness and diversity
- Minimising our impact on the environment and seeking to be good caretakers for future generations
- Committing to members well-being and on-going learning through the practice of positive influence, good judgement and empathy in practice.

### COURAGE

We demonstrate Courage by:

- Providing challenging, developmental opportunities to empower young people
- Being good role models in Scouting, demonstrating positive attitudes and willingness to live by the Scout Promise and Law
- Being fair and reasonable







# Mutual Agreement

The Mutual Agreement defines the relationship between the applicant and the Association. The Mutual Agreement is signed by the applicant as part of their application for adult membership and this demonstrates that they accept these terms and conditions of being an Adult in Scouting. The respective commitments of the Applicant and the Association are set out below.

## The Association's commitment to the applicant:

1. a **defined organisational framework in which to operate**, characterised by **equity and fairness** with a right to be heard
2. a **personal development** process that recognises existing skills and leads to enhanced personal and functional competencies
3. consideration of **individual needs** in appointment
4. a variety of **leadership roles** in a **team environment**
5. the opportunity to contribute to the **personal development of young people**
6. opportunities for **community service**
7. **appreciation** and **recognition** of individual contribution
8. opportunities to voluntarily participate in **international activities**
9. advice and access to **programs** and materials to carry out the task
10. **Public Liability Insurance** for actions consistent with the policies of the Association
11. opportunities for **friendship** and **fellowship**
12. opportunities to **participate** in a wide range of **activities**.



# Mutual Agreement

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## The applicant's commitment to the Association:

1. to live by the **Scout Promise and Law** and to accept the **Code of Ethics** and **Code of Conduct** for Adults in Scouting
2. to work to achieve the **Aim, Principles** and **Method** of the Association
3. to adhere to the **Policy and Rules** of the Association
4. to **represent** and **promote** the Scout Movement to the **community**
5. to be a **role model** to youth members and to adults
6. to accept the responsibility of working with young people (including **Duty of Care**, treating with **respect**, etc.)
7. to **accept the authority** of the Association
8. to actively participate in the **Personal Development** process of the Association
9. to acknowledge that **teamwork** is a basic of Scouting, requiring active **cooperation** with others and **respect** for their views and **values**



# NATIONAL ADULTS IN SCOUTING STANDARDS



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# 1. Contents

2. PURPOSE .....	3
3. BACKGROUND .....	5
4. DEFINITIONS .....	5
5. THE ADULT LIFE CYCLE .....	6
<b>5.1 RECRUITMENT .....</b>	<b>7</b>
5.1.1 Assessment of Needs .....	7
5.1.2 Attraction and Selection .....	8
5.1.3 Integration .....	8
5.1.4 Mutual Agreement.....	9
5.1.5 Appointment .....	9
<b>5.2 PERFORMANCE.....</b>	<b>10</b>
5.2.1 Induction .....	10
5.2.2 Training .....	11
5.2.2.1 Training System .....	11
5.2.2.2 Recognition of Proficiency .....	12
5.2.2.3 The Wood Badge .....	12
5.2.3 “On the Job” Support.....	12
5.2.4 Performance Management.....	12
5.2.5 Appraisal.....	13
5.2.6 Recognition .....	13
<b>5.3 DECISIONS FOR THE FUTURE .....</b>	<b>15</b>
5.3.1 Renewal .....	15
5.3.2 Reassignment .....	15
5.3.3 Retirement.....	15
5.3.4 Retention .....	16
5.3.5 Conflict Management.....	16
6. KEY PRINCIPLES OF THE WORLD ADULTS IN SCOUTING POLICY .....	17
7. POLICY IMPLEMENTATION .....	18
8. POLICY/STANDARD REVIEW AND UPDATE.....	19
9. YOUTH PROGRAMME AND ADULTS IN SCOUTING .....	19
10. STRUCTURES - ROLES AND RESPONSIBILITIES.....	20

## 2. Purpose

The purpose of the Scouts Australia Adults in Scouting Standards is, as with many other Australian and World documents, to support the Mission of Scouting. This is achieved by developing the ways and means by which the quality of leadership at all levels can be improved through providing better support and management for all adults, resulting in the provision of better services for young people.

In general, we can say that Scouting could not have existed around the world without millions of adults, the majority of them volunteers that currently support the Movement by performing a wide range of roles or functions.

This Standard encompasses all the roles and functions undertaken by adults in Scouting, and all the areas of proficiency necessary to fulfil them.

The roles of these adults fall into three categories:

- those who support the design, development and facilitation of programs adapted to the different age groups, and to the specific conditions in which young people live
- those who operate directly with adults in management, leadership, training and support roles and functions
- those who establish and operate organisational structures, delivering the necessary logistical, financial and administrative support

Adults in Scouting is one of the three strategic areas that constitute an effectively functioning NSO<sup>1</sup> – Youth Program, Adults in Scouting and Organisational Development. The implementation of Adults in Scouting requires Scouts Australia's vision and leadership, and is integrated into the National and Branch strategic plans.

For instance, the area of Youth Programme establishes the requirements for the adults (e.g. functions) that work in this area, and determines the logistical requirements to develop the Program. Organisational Development establishes the organisational scaffolding that provides the administrative and financial support so that the Program can be developed.

Adults in Scouting 'translates' these functions into relevant proficiencies, and identifies the training experiences needed to develop these proficiencies. It also determines the logistics needed for this process to work properly (e.g. requirements to conduct the training experiences and, in general, to operate the whole adult management system), and requires the overall support of the organisation to do so.

Adults perform key roles and functions in making it possible to put our Mission into action. The quality of the Youth Program and the impact that Scouting will have on society depends on the quality of our adults – they make it possible to put our Mission into action.

The strategic outcomes of the implementation of Adults in Scouting are:

- better programmes by young people (Youth Program)
- improved effectiveness, commitment and motivation of adult leadership (Adults in Scouting)
- more effective and efficient organisations (Organisational Development)
- a competitive advantage and impact on social or external well-being

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<sup>1</sup> NSO = National Scout Organisation (e.g. Scouts Australia)

The following diagram provides a summary of the outcomes of a well-developed Adults in Scouting Standard



At a World level the World Adults in Scouting Policy is conceived as a tool to strengthen unity in the Movement. The policy is based on the principle of voluntary adherence to WOSM<sup>2</sup>, expressed through the adoption of resolutions by the World Scout Conference. Similarly, Scouts Australia uses this Standard to guide and assist the development and management of our Adult Resources to enable Scouting in Australia to grow strong and meet the needs of our communities and society more broadly.

The Scouts Australia Adults in Scouting Standard is underpinned by a clear set of values regarding the involvement of volunteers. The Standard:

- recognises and enhances the youth-centred, volunteer-based and volunteer-led nature of the Scout Movement
- values the unique contribution of volunteers to achieving the purpose of Scouting
- acknowledges that volunteering is a beneficial experience for adults, young people and the wider communities in which they live
- reinforces our commitment to ensure equal access to high quality volunteering opportunities and equal treatment of volunteers in all our practices
- reinforces the need to be inclusive of all members, and to encourage, recognise and celebrate the diversity of our membership - adults and young people, and ensures that its membership reflects the composition of each of the local communities where Scouting operates
- provides a framework to be used to manage professional staff and recognises their contribution in supporting volunteers

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<sup>2</sup> WOSM = World Organisation of the Scouting Movement



Unlike previous iterations, this Standard is not intended solely for the use of senior Commissioners and Managers of Scouts Australia nor is it intended to be an “operational” document. Instead, it seeks to provide perspective and guidance to all in Scouting as to the effective and efficient utilisation of adults in Scouting and the important role they play in the growth of Scouting and the benefit young people derive from being a member.

### 3. Background

In 1990, the World Scout Conference (Resolution 05/90) agreed on an approach for the effective management of adults in Scouting, and in 1993 the World Adult Resources Policy was adopted with the key purpose of supporting adults in Scouting through a systematic program of adult resource management.

Since 1993 (Resolution 04/93), NSOs have adopted and implemented (fully or partially) the World Adult Resources Policy, though some encountered cultural and language difficulties. At the time, the Adult Leader Training policies and procedures became a natural part of the management of adult resources. The proposed amendments to the World Adult Resources Policy represented a change of emphasis towards an all-encompassing approach to the recruitment, training, personal development and management of adults within the Scout Movement.

In 2011 (Resolution 11/11), the World Adults in Scouting Policy provided an integrative and up-to-date understanding of the principles of Adults in Scouting, incorporating other relevant WOSM policies, encouraging a team approach to supporting all adults and building on the principles of learning organisations.

Closer to home, Scouts Australia adopted the principles of The World Adults Resources in 2003 and in 2014 conducted a review of the 2011 World Adults in Scouting Policy, releasing an updated policy in 2015.

At the World Conference in 2014, as part of the Triennium Plan, it was proposed to conduct a further review of the policy to provide more specific guidance and direction to NSOs. This work culminated in 2017 and, following the endorsement of the World Scout Committee, the revised Policy was published in April 2018.

This document represents Scouts Australia’s review of the new World Policy (2018) in the context of our existing practices. As such, it represents a new approach to policy formulation. That is; less operational in nature and more holistic in design. This said, the operational aspects of this Standard is referenced in both the National Policy & Rules (Policy) and various Branch administrative procedures, which are in alignment with this Standard.

### 4. Definitions

**Adults in Scouting** is a systematic approach for supporting adults to improve the effectiveness, commitment and motivation of the adult leadership so that better programmes are supported in the delivery by and for young people. Also, it enhances the overall effectiveness and efficiency of the organisation.

**Young leaders** are youth members delivering the Youth Programme to other youth members; supporting other adults in their role or function; or participating in organisational structures. In this case, ‘leader’ defines the role or function they are performing on behalf of the organisation. The Crew leaders, in the Rover Scout Section for example, do not fall under this definition. However, if they have another role or function as mentioned above, they could potentially be called young leaders.

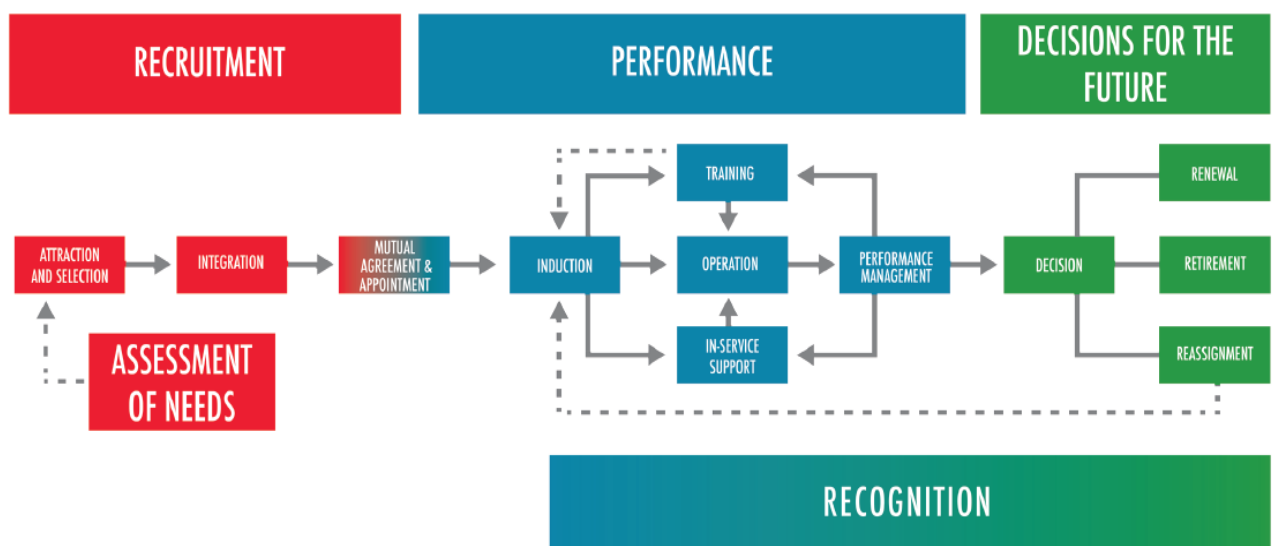
**Volunteers** are people involved in different activities without monetary remuneration (although the reimbursement of expenses may be allowed). This involvement is undertaken entirely of the individual's own free will. The benefit of this involvement is directed at supporting Scouting to achieve its Mission rather than at the volunteer (although the volunteer should also gain and develop from their involvement).

**Professional staff** are people recruited to serve Scouting in a specific role or function in a paid, and often full time, capacity. They may or may not have taken the Scout Promise, but they are committed to the Mission and values of Scouting, and the priorities of the Scout organisation they work for (e.g. National or Branch). In addition to carrying out their paid role or function, professional staff may support Scouting in volunteer roles or functions that do not conflict with their professional roles or functions.

**Scouts Australia** is responsible for managing, developing and supporting Scouting in Australia. Scouts Australia designs the Scouting program (Youth and Adult) according to the needs of Australian society. Branches, representing the various States and Territories of the Commonwealth of Australia, deliver the program according to the Policy and Rules of Scouts Australia adapted where required by the legislative and societal needs of their local communities.

## 5. The Adult Life Cycle

The approach set out in the World Adults in Scouting Policy and adopted by Scouts Australia recognises the concept of a life cycle in every role or function undertaken by an adult in Scouting. It is a holistic and systematic in approach and gives careful consideration to all aspects of the management of adults in the Movement. It includes attracting the adults we need and supporting them in their role or function, assisting them in their development and in their choices for their future. One or multiple life cycles cover all stages and components in the lifespan of an adult in the Movement.



## 5.1 Recruitment

To fulfil our Mission, Scouts Australia requires adult leadership to develop and function effectively. To build this pool of adults and maintain them at an optimum level in terms of quality and quantity, Scouts Australia must have a clear view of its needs, recruitment procedures and undertake deliberate activities to attract adults for every role or function (e.g. targeted recruitment, concentric circle or ambiance recruitment<sup>3</sup> and warm body recruitment<sup>4</sup>).

This approach highlights the need for strategic planning, ensuring ongoing availability of adults at all levels with a set of proficiencies needed to implement a variety of roles to support Scouting.

Recognising the Mission of Scouting as dedicated to the development of young people, the adult leadership must include young people in roles or positions of responsibility. Furthermore, this involvement should be representative of all the different groups within each community.

Scouts Australia provides an environment for the development and sharing of responsibilities for men and women. This means we actively reflect on the paradox of gender differentiation and equality in its social and cultural context and we encourage integrated recruitment strategies, options that target women, especially where gender balance does not exist or is weak.

A special effort is made to improve the diversity of adult leadership with a strong emphasis on inclusion (to offer Scouting to all segments of the society) in line with WOSM's priorities. Scouts Australia has a responsibility to identify and address any areas where committees and other support structures do not reflect the composition of the local communities (e.g. different cultures, faiths and beliefs). It is only by doing this that Scouting will truly be available to all young people in each community.

### 5.1.1 Assessment of Needs

As part of our strategic plan, Scouts Australia regularly reviews our operations and structure to ensure it is meeting the expectations of the Scouting Movement and the broader Australian community. This is done by performing an assessment of needs, and establishing a complete list of roles or functions to be filled with required proficiencies, recognising that volunteers who may be supported by some professional staff, will fill the majority of the roles or functions. This assessment identifies permanent roles or functions as well as short term or temporary functions. Note: Branches within Scouts Australia conduct their own independent assessment of needs and plan their structures accordingly.

This list is then compared to the actual leadership situation (newly- identified roles and functions, vacancies, transfers or resignations), and taking into consideration the growth of the organisation, the short and medium term requirements for adult involvement.

Short term, temporary or 'job-share' roles or functions are offered to all adults who want to support Scouting in specific tasks or activities, but who may not have time, to volunteer full time.

The management of adults in Scouts Australia is based on a 'team approach' and therefore, allows some flexibility in terms of recruitment. Wherever they may operate – with young people at unit level or with other adults – adults work in teams and it is not expected that any individual will personally display all of the proficiencies required. These, however, should be collectively available from the entire team in which members complement each other.

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<sup>3</sup> Concentric Circle or Ambiance Recruiting is the practice of recruiting ones friends or colleagues for a role

<sup>4</sup> Warm body recruiting is the practice of taking anyone who says yes!

### 5.1.2 Attraction and Selection

Scouts Australia adopts a proactive attitude and a systematic approach to adult recruitment. Recruitment takes place in accordance with specific functions based on role descriptions that clearly define the tasks and functions to be performed within a specific team of adults. Scouts Australia recognises the importance of recruiting those adults with an appropriate attitude and approach, as the skills and knowledge required for the role or function can be learned.

During the recruitment process, the adult is informed of what our expectations are, and in return given the opportunity to express their own personal expectations of Scouting. There is an interrelationship between the Mission of Scouting and the beliefs and values of the adult to be recruited.

The recruitment procedures and strategies take into consideration the diversity of adults within each community, and special effort is made to develop approaches and tools to attract and recruit members from specific segments of society (e.g. groups that are under-represented in membership) and also to respond to the expectations and interest of other adults.

It is the intention of Scouts Australia (and Scouting globally) to help young people to achieve their full potential through the Scout Method by providing an environment within which Scout activities can be implemented in a safe, non-discriminatory and respectful manner. A key function of the adult recruitment process in Scouts Australia is to ensure that only suitable adults are recruited.

Scouts Australia recognises the rights of adults. It is of great importance that adults, who are in relatively close contact with children and young people, are appropriately screened and given relevant and timely training so that they do not put themselves in situations which could lead to accusations of inappropriate behaviour. Scouts Australia recognises its responsibility to create the best and most appropriate conditions for adults to be able to play their role as educators, either as volunteers or professional staff.

A comprehensive framework for the protection of youth and the processes provided by Scouts Australia and its Branches to recruit appropriate adults is detailed in the Scouts Australia Child Protection Policy. Branches of Scouts Australia are accountable and responsible for the collection, assessment of information to form a view as to an adult's suitability and for treating all information confidentially with appropriate storage.

In addition it is a requirement of membership that all adults undergo specific Child Protection training and that this is renewed every three years to ensure currency of knowledge.

### 5.1.3 Integration

The recruitment process aims to not only enable adults to discern on their vocation, role and contribution to the Mission of Scouting and the expectations of Scouts Australia, but also to consider the specific context in which the adult will operate.

The integration period presents an opportunity for every adult to discover and learn about the role they may have in Scouting, identify opportunities for development and personal growth, and promote a better understanding of the role to be performed.

Ultimately, this is achieved by providing the adult with the opportunity to be in direct contact with the real context (e.g. the team as well as the local group and community). Appropriate advice and support is necessary to ensure a full integration of the adult into the Movement.

Adequate time is allowed for this to happen and flexibility is offered to ensure the adult feels they have been adequately trained and supported.



### 5.1.4 Mutual Agreement

Mutual agreement is based on the principle of negotiation and allows Scouting and the adult to set out a clear agreement concerning the time limits, reciprocal obligations and rights of Scouting and of the adult.

The mutual agreement highlights the common commitment to pursuing Scouts Australia's goals through a culture of mutual support and shared values where individuals' motivation, expectations and issues are properly addressed.

It also provides an opportunity for Scouting to explain the policies, regulations and rules (internal and external) that all members must follow. This is especially so at the local (i.e. Group) level.

Scouts Australia ensures that the agreement is two-way so that it is clear what the adult will offer Scouting and what Scouting will offer the adult. The mutual agreement sets out the level of commitment to be expected as well as the training obligations and support that will be available. It provides the basis for performance management.

### 5.1.5 Appointment

Branches of Scouts Australia are responsible for nominating, appointing and registering adults to positions (other than National Appointments) in accordance with the following general principles:

- Only responsible officials within Scouting are authorised to appoint an adult for any function within the organisation.
- Every appointment is made on the basis of a reciprocal commitment between the organisation and the person recruited.
- Every appointment is made for a specified duration (usually three years).
- The **Adult Development Plan** process enables the reviewing and, if necessary, terminating each appointment. Any conditions regarding the decisions for the future of the appointee (renewal, reassignment or retirement) should be stipulated.



## 5.2 Performance

Scouts Australia is responsible for designing and operating a system for the training and development of adults in Scouting, encompassing all roles and functions (uniformed and non-uniformed) and at all levels. The training system is designed to be appropriate for all adults and takes into consideration the differences and diversity of individual members of society.

This system:

- includes the integration of the new adult, formal (initial and specific) training, informal and ongoing learning, and support for the entire duration of the term of appointment
- includes not only the acquisition and development of the knowledge and skills necessary for accomplishing each function, but also the personal development of adults
- is flexible and allows for previous experience and proficiencies to be taken into consideration
- recognises current and relevant proficiencies acquired outside Scouting
- allows for the acquisition of additional skills and knowledge to facilitate the transfer from one function to another
- provides follow-up training opportunities and support for adults who have successfully completed a training scheme

The personal development of adults in Scouting is explicitly included as part of the training to be provided. Emphasis must be put on the flexibility of the system used to provide training.

### 5.2.1 Induction

The Scouts Australia Adults in Scouting Standard requires a systematic induction period, during which adults will understand the responsibilities of their role or function and the need for training. This implies that all those supporting other adults are trained in the techniques essential for the implementation of the Standard.

During this induction period, the adult will be introduced to the role. Training, support, assistance and guidance will be provided as the individual is integrated into the team. The needs, expectations and challenges require that guidance and support is provided to every adult. This guidance and support should be primarily provided by a Personal Leader Adviser who is appointed from as early as the induction phase. The person who held the role previously should also be involved in this process where possible.

A settling in period is helpful in providing an opportunity to assess the suitability and progress of the placement, and allowing any problems to be resolved at an early stage. Branches are accountable for policies to ensure consistent implementation of the procedure and reassurance for new adults as to the reasons for such a measure.

## 5.2.2 Training

The purpose of the training offered to adults is to provide them with the means to make a significant contribution to the accomplishment of the Mission of Scouting through the role they seek to hold. Training is to be adapted to each role or function and to each individual on the basis of a detailed analysis of that individual's training needs and previous experience.

It should be considered as a continuous process and the adult's regular contact and activities within their team must be considered as part of the learning process. In addition, Scouts Australia encourages the use of local training meetings (i.e. Seeonees, Mindari's, etc.) to help facilitate this growth and learning.

### 5.2.2.1 Training System

Scouts Australia's training systems is regularly reviewed for all adult roles and functions. This will include all the proficiencies required for these functions and the personal development of these adults. The training system is used as a strategic tool involving all adults within all the structures in the training processes to improve the collective proficiencies.

Building on the principles of learning organisations, the training system not only focusses on internal needs but also recognises and responds to trends in the community and in wider society. This approach develops a growth strategy.

The system is flexible and ensures access to training opportunities in terms of their frequency, proximity and conditions for registration. This requires the decentralisation of training, and needs the participation of many people, including young people, in sharing their proficiencies with others.

As part of Adults in Scouting, the National Commissioner, Adult Training & Development is responsible for the organisation and coordination of training at all levels and identifies and organise training teams, designs the 'training of trainers' program, ensures the provision of training, and develops and manages the training resources required. This translates to a better gender balance, diversity of adults and opportunities for young leaders to participate.

The training system is considered as a continuous cycle, consisting of defining training objectives, carrying out training needs analysis, delivering training, assessing reactions to training, measuring the bottom line effects of training and training system renewal. Structurally, the training system is delivered through a blend of On Demand Learning, On the Job Milestones, and face-to-face learning experiences (both Course based and one-to-one) and other forms as identified from time to time. Membership growth and retention can be considered as key indicators of the effectiveness of training in supporting the delivery of quality Scouting.

Opportunities for continuous development must be offered to all adults so that they can maintain and complement the knowledge, skills and attitudes necessary to perform in a role or function. Continuous development is part of training and development activities.

After the achievement of a Certificate of Proficiency, continuous learning (especially towards achievement of the Wood Badge) should be facilitated throughout the adult life cycle. This process focusses on the personal development of adults, which may include any reasonable personal aspirations to other roles and functions in the future.

In specialised areas, training may be provided through Scouts Australia recognised external organisations (e.g. St John Ambulance). Generally, these recognised relationships are negotiated at either a National or Branch level.

### 5.2.2.2 Recognition of Proficiency

A Certificate of Adult Appointment (CoAA) for a role or function is issued on the basis of demonstrated and currently used proficiency, clearly stating the role to which the individual has been appointed and a validity period with a specific date of expiry. This function is performed by Branches.

The CoAA may be renewed on the basis of demonstrated and updated proficiency and for the same or a limited period of time.

Records of attendance and/ or completion of training activities are issued, validated and noted at both a National and Branch level to form a continuous history of the individual's Scouting journey. In the case of an individual completing all required elements of the Proficiency Standard for the first time, a Certificate of Proficiency will be issued. This function is (also) performed by Branches.

It is the responsibility of each Branch to maintain data records of all proficiencies of their members. Adults may choose to keep a personal record of their proficiencies. In the case of Adventurous Activities, it is usually a requirement to maintain a "log book" for all activities / events undertaken as a means of evidencing currency in a certain area of competency along with satisfying qualifications requirements as outlined in the National Adventurous Activities Framework.

### 5.2.2.3 The Wood Badge

The Wood Badge is used as recognition of training completion as prescribed by Scouts Australia (refer Scouts Australia Policy and Rules). The use of the Wood Badge symbols (i.e. Leather lace with beads and the Gilwell Scarf) are a sign of unity of the Movement.



### 5.2.3 "On the Job" Support

Each adult must receive direct and adequate support – technical, educational, material, moral or personal – when it is needed to enable them to perform their role and function in Scouting. Adults are expected to feel comfortable with their tasks, to perform efficiently and to implement successfully the activities for which they are responsible.

This means that each adult must be encouraged, listened to, guided and supported. They need to be organised by those in their current teams as well as by other adults. Through regular meetings, they can strengthen their motivation, modify their behaviour, alter their approach to problems and overcome their difficulties by identifying the necessary training and development opportunities. A Personal Leader Adviser / Mentor is appointed and plays a key role in providing this support.

Branches are also encouraged to develop an understanding of specific needs that may be expressed by adults belonging to groups within each of their communities and to ensure that their practices recognise those needs and become inclusive of all members.

### 5.2.4 Performance Management

For the effective management of adults in Scouting, evaluation of what has been done is necessary for a full understanding of what has been learned and achieved. It is essential to understand what adults are doing, to help them to develop greater autonomy in their role or function and so become responsible for their own development and performance.

Performance management is a continuous, comprehensive and natural process of management that clarifies mutual expectations and the support required.



Performance management is based on a three-phase process:

- 1 Planning phase (adults contribution is planned)
- 2 Developing phase (adults develop proficiencies with training and support)
- 3 Performing phase (adults perform the tasks of their role or function)

It also emphasises the support role of those directly managing other adults and their teams who need to facilitate the process, acting as advisers rather than just implementing formal assessments. Performance management focuses on planning for the future and supporting the individual.

Developing the performance of adults and teams is essential for improving the success of Scouts Australia. It is a means of getting better results by understanding and managing performance within an agreed framework of planned goals, standards and proficiency requirements.

Performance management also increases the understanding of what is to be achieved, and clarifies expectations in terms of role responsibilities and accountabilities, skills and behaviours. This approach helps increase the motivation of adults and enable them to take responsibility for the development of their own proficiencies and contributions to the Movement.

### 5.2.5 Appraisal

Appraisals are regular elements in the management of the organisation's adults. The appraisal process provides an opportunity to assess the extent to which the adult is meeting the requirements of their role or function, their motivation level and whether adjustments to the role are required.

It is based on a series of pre-established objectives known to the adult, and is constructive, participatory, transparent and supportive so that they can learn from the experience and develop the proficiencies needed.

The appraisal seeks to identify what an adult needs to develop and how, including the proficiencies related to their role or function and personal development. This information is used to restructure their performance planning by providing appropriate training and support.

In Scouts Australia this process is facilitated using the "Adult Development Plan", a tool that can be utilised at any stage in an adult in Scouting's journey (e.g. three yearly review, change of role or circumstance, etc.).

### 5.2.6 Recognition

The uniqueness of Scouting is its biggest advantage when it comes to recruiting and retaining adults.

The importance of creating opportunities for more people to receive recognition and acknowledgment for their contribution to Scouting in volunteer or professional roles or functions should not be underestimated.

By 'recognition', this Standard refers to the management of the processes of informal and formal recognition in a flexible and expedited way, which are adapted to individual needs. Timely informal and formal recognition are normal and permanent processes are to be undertaken by and within Scouts Australia and its Branches.

**Informal recognition** does not require special regulations or standards. This type of recognition should be used every time we gather to recognise the contributions of individuals, teams and work groups. We must communicate on a regular basis to our volunteers and professionals, our permanent attitude of genuine gratitude for a task well done.

Recognition of members should be fair, significant and motivating to adults in the organisation and should serve to send a message to society about our values and the commitment shared amongst ourselves.

The adult life cycle calls for the recognition of all members who have successfully delivered on their agreed commitment to their role or function. This recognition can be informal but there will come a time when informal recognitions will not be enough and a more substantial acknowledgement of the contribution made is required.

**Formal recognition in Scouts Australia** is provided through the Adult Recognition Awards scheme which is documented, openly disseminated and reviewed periodically to ensure adequacy, appropriateness and usefulness. A full description of the scheme is contained within Scouts Australia Policy and Rules. In addition to this Scouts Australia provides awards for:

- Recognition of Service
- Gallantry
- Meritorious Conduct

These awards are available to all members of Scouts Australia (uniformed and non-uniformed). An important point is that recognition in Scouting is not based on 'position' or 'career moves', rather based on demonstrated performance and proficiency, and is critical for increasing members' engagement, leading to higher retention in the long run. Recognition is not only based solely on awards and, mostly, is not material.

Finally, it may be appropriate to recommend individuals for Civil Awards. These could be through local, State/Territory or the Australian Honours Systems. Branches have established processes to review and support requests to the relevant authorities where the nomination relates to Scouting achievement.



## 5.3 Decisions for the Future

The Scouts Australia National Adults in Scouting Committee (NAISC) coordinates the overall management and operation of Adults in Scouting and reports to the National Operations Committee. It is common that at Branch level individuals or teams may also be appointed to help facilitate the local deployment of Adults in Scouting Standard.

To ensure mobility and flexibility across roles and functions, the Scouts Australia Adults in Scouting Standard advocates for the decentralisation of processes and a limit of terms for all positions. This places the emphasis on networking rather than hierarchical systems; to provide more flexibility, more opportunities to participate at all levels.

Decisions are factually based with appropriately documented evaluations and focus on the performance of the adult, relative to the functions of the role they have been performing.

Better programmes for young people, membership growth and retention are indicators of a quality adult management system. These outcomes are only possible in a system that is well-functioning, flexible to needs, with a high emphasis on support to all adults in Scouting.

### 5.3.1 Renewal

The renewal of an adult's role or function happens after a satisfactory appraisal and a discussion with the person or team responsible for making their appointment (often their team leader). In this process, the adult will receive constructive and timely feedback and advice about their future within Scouting.

Scouts Australia encourages the support and training of the people in charge of the appraisal process to help them to avoid mistakes and difficulties.

### 5.3.2 Reassignment

Reassignment of one or more Individuals to another role or function within Scouting is used as a means of refreshing the team, a developmental opportunity for the individual or an attempt to find a role or function better suited to the individuals' skills, talents or commitment level.

The reassignment of an adult to a new position or function happens after a satisfactory appraisal, as a personal decision or in case the appraisal was not satisfactory. None of the reasons for a reassignment should be based on major non-conformities. As part of the process, the adult submits candidacy for another position or function and is selected.

### 5.3.3 Retirement

In some circumstances, retirement may be the best option for an adult. The retirement of an adult from the organisation may happen because:

- the adult took this decision voluntarily (e.g. they wish to do other things or they don't consider themselves suitable for a role in Scouting)
- the organisation and the adult responsible for follow-up and appraisal determine that there are major non-conformities
- the position or function ceased to exist

### 5.3.4 Retention

Retaining Members in Scouting is crucial. Scouts Australia adult management system includes key retention strategies. WOSM has identified five major elements influencing the likelihood of retaining adults in Scouting:

- *Adults need to trust the organisation and feel that they are trusted, respected and supported.*
- *Adults need to feel a sense of commitment to their National Scout Organisation.*
- *Adults need to access learning opportunities on a regular basis.*
- *Adults need to continuously develop leadership proficiencies.*
- *Adults need to receive a sense of achievement from their role or function in Scouting as well as being recognised for it.*

Scouts Australia supports the following retention strategies:

- meaningful regular recognition of adults
- providing training and offer opportunity for continual personal development for all adults in Scouting
- screening at the induction process and matching volunteers knowledge, skills and attitudes to the task - “Right person / Right role”
- providing regular supervision, open communication and ongoing feedback
- providing written policies and role descriptions
- maintaining systems that provide appropriate resources (i.e. Scout Central)
- remaining contemporary and matching technology and resources to future needs and being open to change.

### 5.3.5 Conflict Management

Scouts Australia and its Branches have in place processes for:

- Resolving conflicts between adults
- Resolving grievances of members, parents, carers, supporters, and/or the community, and
- Addressing unacceptable behaviour by members, particularly adults members

A national guideline for addressing issues surrounding grievances and disputes as well (if needed) suspension and termination is in place. However, active reporting of inappropriate behaviour (“whistle blowing”) is everyone’s responsibility. Where something is not appropriate Branches need to be informed.



## 6. Key Principles of the World Adults in Scouting Policy

WOSM has identified **12** key principles in the selection and ongoing management and support for adults in Scouting. Scouts Australia supports and openly adopts these principles. They are:

- **Congruence:** The systems in place complement the main principles of the organisation (Promise and Law, values), and is in accordance with other policies (e.g. Reaching out, Safe from Harm, etc.) and strategies.
- **Youth involvement:** Promoting and encouraging young people who fulfil the requirements and who have the necessary proficiencies, giving them access to roles or functions.
- **Gender equity:** Distribution of roles and functions is based on proficiency and not gender. This principle addresses any imbalances on the allocation of resources, programmes and learning and development opportunities based on gender. Consequently, aims at changing organisational practices that hinder the participation of women or their access to any role or function. Equally, age should not be a restriction.
- **Sustainable leadership:** The development of succession practices leads to the overall stability and sustainability of the organisation. Organisational structures should become matrix instead of hierarchical, and adults should be encouraged to take 'lateral moves' instead of vertical. It is essential to design organisational structures and roles or functions so that the mentoring of young leaders can take place and personal advisory processes can be implemented.
- **Proximity in decision-making:** Decision-making processes must take place at the nearest level to the adult, meaning the local level should take as many decisions as possible before referring 'up the line' for someone else to make the decision for them. Proximity in decision-making (e.g. management and training) helps to generate trust within all levels of the organisation.
- **Learning organisation:** Individual and organisational learning are part of a cycle, when people learn and develop, the organisation itself also learns and develops. The learning process of adults is enhanced by the day-to-day interaction with other members of the organisation, strengthening the individual, group and the organisations learning capacity.
- **Meaningful learning:** Training and development opportunities should focus on the knowledge, skills and attitudes needed for practical action within a variety of roles or functions (particularly for those supporting young people on meeting their needs and aspirations). It is important to ensure that every adult is closely accompanied and supported in their personal learning and development process throughout their life cycle.
- **Accessibility and flexibility:** The system must be able to respond to the needs of the individual and of the organisation at all levels, and encompass different learning models and strategies. All adults must be able to access a variety of learning and development opportunities, internal and external to the organisation, and be encouraged to do so. A variety of methods to develop proficiencies should be available.
- **Competency-based:** Distribution of roles and functions are based on demonstrated proficiency (knowledge, skills and attitudes). It is expected that all adults are provided with equal opportunities for acquiring, developing, updating and renewing proficiencies on a continuous basis.

- **Personalisation:** Management and training must adjust to the profile of each individual, equally considering personal development needs and functional performance. Recognising (prior) individual attainment, experience and proficiencies that meet role descriptions and organisational needs.
- **Participation:** Involving and encouraging active participation of every adult in their own learning and development as well as in management processes throughout the life cycle. Shared decision-making processes will increase mutual understanding, trust and transparency throughout the organisation.
- **Technology-oriented:** Technology provides great opportunities for good management practice in Scouting. Developing online recruitment strategies, delivering training, using membership data systems for adult management (e.g. profiles storage or training logs), accessing distance learning and development opportunities, and coaching and team management – are just a few examples.

## 7. Policy Implementation

Scouts Australia, through open and clear communication develops strategies to ensure members and stakeholders are informed of the policy implementation and in accordance with WOSM policy makes an undertaking to adhere to:

- adopting a National Adults in Scouting policy that is consistent with the World Adults in Scouting Policy
- adopting management and administrative procedures in harmony with the National Adults in Scouting policy
- convening a National Adults in Scouting Committee (reporting to the National Operations Committee) that works closely with the National Youth Program Team and National Training Committee
- ensuring the National Adults in Scouting Committee is inclusive and representative of the composition of the organisation (e.g. gender, different segments of society, etc.) and led by a leader with significant experience in managing and developing the Adults in Scouting approach
- allocating appropriate resources to the implementation of its National Adults in Scouting Standard
- providing all relevant stakeholders with the opportunity to contribute input on the implementation and review of its National Adults in Scouting policy
- planning events aimed at supporting the implementation of the policy at all levels
- designing a plan to monitor, evaluate and report progress on the implementation of the National policy

## 8. Policy/Standard Review and Update

Scouts Australia has a process that ensures this Standard will be reviewed at least every five years or at more regular times should circumstances arise (e.g. a change in the World Adults in Scouting Policy).

Those tasked with reviewing this Standard will consider the following:

- Has the legal environment or regulations changed in a way that impacts the Standard? At a minimum, they will review standards and legislation on volunteering, child and youth protection, data protection, health and safety, human rights and labour law (in the case of professional staff).
- Has the Standard been effectively implemented?
- How effective has it been in dealing with issues and challenges within the organisation?
- Has current academic and practical research by formal and non-formal education experts and institutions shown relevant evidence that will effect changes in the Standard? The cycle for the review will take account of any review of the Youth Program.
- What kind of feedback has the volunteers and professional staff provided on the Standard?
- Is the Standard accomplishing the objective for which it was intended?

Any changes at a WOSM level will be kept informed through a triennial progress report, if applicable.

## 9. Youth Programme and Adults in Scouting

The Youth Programme is implemented through a partnership between young people and adults, based on the young person's interests, needs and abilities. An effective Youth Programme, one which appeals to young people and is perceived to be relevant to the social reality in which it is offered, will also attract adults committed to "support" its implementation. In Scouts Australia this is referenced as "Youth Leading / Adults Supporting".

From an organisational perspective, the area of Adults in Scouting therefore supports the implementation of the Youth Programme by:

- identifying the needs of the organisation in relation to the Youth Program
- clearly setting out the tasks required to support the area of Youth Program
- establishing specifications for the different roles that are required; recognising that adults working with the different age groups require different profiles
- promoting the recruitment of adults who represent different groups within each local community
- actively training adults to recruit and to fill the roles, looking as widely as possible towards different segments of societies
- from the role description, identifying the proficiencies that are required to undertake the tasks in relation to the Youth Programme
- assessing the current proficiencies of adults and then exploring learning opportunities, internal and external, to help them to improve their proficiencies
- providing flexible learning opportunities by delivering training that meets the specific needs of the Youth Program

- providing adults with appropriate and continuous support
- undertaking regular appraisals with adults to identify potential issues and ways to overcome them

It is important therefore, that adults involved in developing, facilitating and delivering the Youth Program work in close cooperation with those responsible for managing and supporting adults. If the Youth Program is developed in isolation, it cannot be adequately supported.

Likewise, the adults involved in managing and supporting other adults in the organisation must work in close cooperation with those supporting Youth Program to ensure that the focus of Scouting remains an educational Movement for young people.

## 10. Structures - Roles and Responsibilities

Scouts Australia has structures in place to ensure a coordinated approach to enable the:

- development of tools and providing training which are inclusive to all areas and levels of organisations in the recruitment and retention of adults, through short and long term approaches, targeting all segments of society
- training and supporting adults according to the organisation's needs as well as personal development expectations
- continuous management of adults, including decisions for the future

In accordance with the Mission of Scouts Australia, these structures will include people at all levels, gender and age balance (including young people), those with special needs and/or belonging to different segments of societies. Scouting is a movement open to all.







# POLICY

## Behavioural Issues Processes and Resolution of Conflicts & Disputes



Issued with the authority of the Chief Commissioner  
and Chief Executive Officer of Scouts Australia NSW

Chief Commissioner signature		Chief Executive Officer signature	
Sponsor	Deputy Chief Commissioner (YSC&S)		
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# Behavioural Issues Processes and Resolution of Conflicts & Disputes

***This policy will be part of a larger set of policies aimed at supporting positive relationships between those involved in NSW Scouting***

## 1 Introduction

This section applies to all Adults involved in Scouting but not to Youth members<sup>1</sup>.

Adults in Scouting commit to act with INTEGRITY, treat others RESPECTFULLY and display COURAGE in their decision making<sup>2</sup>.

Courage in relationships includes dealing with differences, conflict or disputes respectfully and in so doing modelling the behaviours that Scouts encourages of youth members.

Everyone in Scouting has an obligation to “get along”. This policy only applies when despite best efforts that may not be happening.

In Scouting, as with any organisation, the vast majority of differences, conflict and disputes arise from ineffective communication. Ineffective communication arises for a diverse range of reasons (whether the audience is one person or many) including:

- When someone does not think through the purpose of the communication;
- Cultural, social or language (including jargon) issues;
- Delivering the message at the wrong “level” for the audience;
- Failure to deliver the message in an appropriate style for the audience;
- Avoiding issues that are important;
- Failure to identify the goal of a conversation or ;
- When people cannot reach agreement on goals which are appropriate and achievable;
- Unclear timeframes;
- Not seeking feedback from the audience that the message is understood;
- Failure by the audience to raise matters of concern;
- Inappropriate communication because of pre-conceptions of what the response will be from the other person/s;
- Making assumptions, especially about the motivation of others.

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<sup>1</sup>See O & I – Group Organisation – 2A – Behavioural Management, Suspension and Dismissal of Youth Members

<sup>2</sup> A Scouting Code of Ethics

- Framing conversations in terms of “blame” or judgment.

When you believe that you have a difference, conflict or dispute with someone – taking the following steps will support you to live the Scouts Code of Ethics.

## Stop and Reflect

**REASON** – what is it that causes you to feel unease about what the other person has said or done? Could your feelings arise from poor communications or assumptions?

If so, how might the communication have been delivered in a more appropriate (for you) manner? How can you raise your feelings in an appropriate manner with the other person that will advance the purpose of Scouting?

The vast majority of differences, conflict and disputes and allegations of breach of the Scout Promise & Law, Code of Ethics or Adult Code of Conduct will be dealt with as *Local Conduct Issues* – AND they will be resolved at the lowest appropriate Local Level in accordance with [Appendix 1 - Local Conduct Issues Resolution Table](#).

**NOTE: Only Child Protection, Criminal Law and Serious Misconduct Issues (see Definitions below) will be dealt with at State level by the Child Protection or Issues Management Team.**

**REFER TO THE DEFINITIONS LIST & APPENDIX 1 - LOCAL CONDUCT ISSUE RESOLUTION TABLE AT THE END OF THIS CHAPTER**

## 2 Procedures for Local Conduct Issue Resolution

### 2.1 Preamble

Working in an Association as large as Scouting, there will always be a time when parties will not agree on a course of action or direction. Sometimes Adults *perceive* that they are not treated with Respect, or that others act in other ways which are not in accord with Scouting Values<sup>3</sup>.

Unless such differences, conflicts or disputes involve Serious Misconduct Issues<sup>4</sup>, in the first instance, attempts should be made to seek resolution with the Adult involved, very quickly, and without the need for any further action. This is the preferred level of resolution and is the behaviour that Scouts seeks to role model for youth members.

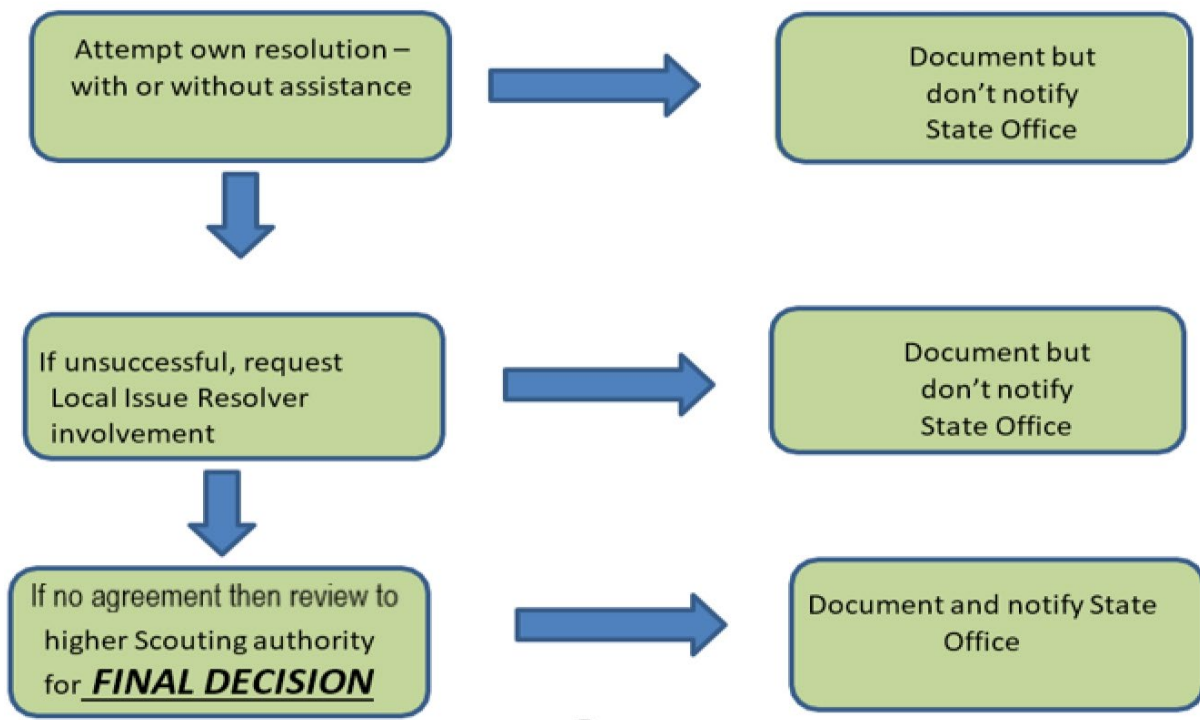
<sup>3</sup> the Scout Promise & Law, Code of Ethics or Adult Code of Conduct

<sup>4</sup> See Definitions – Serious Misconduct Issue

Except for Child Protection, Criminal Law and Serious Misconduct issues, ALL matters MUST be dealt with at the lowest possible level. They will NOT be dealt with above District Commissioner level<sup>5</sup> except in the most exceptional circumstances.

In order to assist in the uniformly consistent and fair management of differences. Conflict and disputes Scouts NSW has put in place a simple 3 step procedure suitable for dealing with such situations:

### Dealing with Local Conduct Issues



## 2.2 STEP ONE– Direct conversation and resolution between the people involved

Approach the person with whom you have the issue. If you don't feel comfortable doing this alone, enlist a support person to join you.

Let the person with whom you have the issue know what is causing you concern and ask them to respond.

<sup>5</sup> See Definitions – District Commissioner



This step is important. Sometimes people may not realise the impact of their behaviour, or even realise there is a problem. It gives them a chance to reflect and may lead to resolution of the problem. Fairness to all concerned should be paramount, and this step ensures that-and should not be missed, unless in exceptional circumstances.

**Timeframe:** This step should be taken as soon as possible, but certainly within 7 days of it being first raised. If exceptional circumstances exist why Step One cannot be met, you may proceed directly to Step Two, but you must provide full reasons why you could not meet Step One.

## 2.3 STEP TWO – Intervention and assistance at the local level

If, despite your best efforts, a resolution cannot be reached, it is appropriate to approach a Local Issue Resolver for assistance (see [Appendix 1 - Local Conduct Issues Resolution Table](#)).

Normally, the issue will be dealt with at the management level at which the difference of conflict or dispute originated (for example the Local Decision Maker will be the Group Leader in relation to issues between parents and leaders; the Activity Leader for issues between activity participants etc.).

Before a Local Issue Resolver will attempt to resolve the issue, the party seeking the assistance must set out specifics of the concern in writing including:

1. The date/s and time/s when the behaviour occurred;
2. The circumstances and place where the behaviour occurred;
3. The names of any other person/s present;
4. Why the matter is being reported;
5. The reasons for any delay (beyond 28 days) in reporting the matter;
6. The steps which you have taken to resolve the matter with the adult/s concerned OR the exceptional circumstances why the matter was not raised with the adult/s;
7. Any reason/s why this matter should not be dealt with by the usual Local Issue Resolver.

If appropriate information is not supplied to the Local Issue Resolver within 7 days of them requesting it, the issue will be taken no further. Consistent complaint without justification or follow up may result in a Caution being noted on the record of the party

making the complaint. It is incumbent on the person raising the issue to comply with this timeframe, whether they communicate.

The Local Issue Resolver will usually arrange for the conduct a mediation process, attended by all parties the Local Issue Resolver thinks are stakeholders to the Issue. A mediation process is intended to be private and will be aimed at resolving the difference conflict or dispute without the need for anyone making a decision about “right or wrong”.

Only should a mediation process not result in an agreement will the Local Issue resolver conduct an informal investigation.

**Timeframe:** A mediation process will take place within 7 days.

NB If the Local Issue Resolver fails to contact the parties within 7 days of the party seeking their assistance to arrange a place and time for the mediation process, that party may approach the relevant person in Column 3 of [Appendix 1 - Local Conduct Issues Resolution Table](#) to allocate another Local Issue Resolver to deal with the matter.

The parties may, with the permission of the Local Issue Resolver, bring a support person to any process anticipated by this policy. That support person is not, and may not act as, an advocate and may be required to leave if they act beyond the role of a supporter.

Mediation is an informal process to be conducted in accordance with Scouting Values. All participants must act with Respect for the process and the individuals involved.

The Local Issue Resolver should make a diary note about the issue, the parties involved and the outcome (including any agreements or undertakings by the parties). While there is no need to take further action if the matter is successfully resolved, it may be very useful to go back to the note if another issue involving one of those parties later arises.

## 2.4 STEP THREE – Final Review

In those infrequent occasions where the parties are not able to reach a mediated agreement at the local level, one or both may (no later than 7 days after mediation seek a review to the relevant person in Column 3 of [Appendix 1 - Local Conduct Issues Resolution Table](#) who will investigate the issue and make a final determination.

- 2.1 A review request can be lodged via the link :<https://www.nsw.scouts.com.au/about/child-health-safety/report-a-behavioural-management-matter-or-breach-of-the-code-of-conduct/> .

That review will be sent to the Region Commissioner (or relevant DCC), who will refer it to the person in Column 3 of [Appendix 1 - Local Conduct Issues Resolution Table](#) for a final decision from which there is no further appeal. This decision together with copies of relevant supporting documents will be stored at State Support Office.

The person in Column 3 will consider all facts and points of view in making their binding decision on the matter. They will do this by giving the involved parties an opportunity to state their views clearly and will ensure that all facts are clear and understood. If necessary, they may speak to other persons who can assist them in forming a view (such as witnesses or technical experts – such as a District Scout Leader or Training Leader).

When making a decision, the person in Column 3 of [Appendix 1 - Local Conduct Issues Resolution Table](#) will offer a solution that is (where possible) manageable by the parties and that accords with the best interests of Scouting and is in accordance with “POLICIES AND PROCEDURES”.

The person in Column 3 will clearly set out the factors on which they have based their decision, documenting, the issue and the decision but they do not need to notify anyone other than the parties involved in the issue.

**Timeframe:** - The person in Column 3 of will make a binding decision about the dispute usually within 28 days of the matter being referred to them.

A decision made on Review is not limited to the issue which originally was referred to the Local Issue Resolver or the person in Column 3. If any person is of the view that there are other matters which have properly arisen during the course of considering the facts, the person in Column 3 is entitled to identify those matters and make a binding decision in respect of those also, whether it involves the Adult in respect of whom the matter was brought or some other Adult.

If the person in Column 3 forms the view that there is evidence that a Serious Misconduct Issue has occurred, they may refer that issue for consideration by the SCIM.

A failure by one or other of the parties to accept this final decision may found a Serious Misconduct Issue and be the basis for cancelling that person’s membership with Scouts Australia.

**Timeframe:** This final determination will usually be made within 21 days of the appeal

### 3 Non-Voluntary Transfers

Where a District Commissioner has formed the view, that it is in the best interest of Scouting in a Formation, they may recommend to the Region Commissioner that a leader be the subject of a non-voluntary transfer out of that Formation.

Prior to a District Commissioner making such a recommendation, they should ensure that there is a record of the reasonable efforts which have been pursued to resolve the Formation dynamics and the reason why they have made the recommendation.

The District Commissioner must provide at least 7 days written notice of the proposed recommendation to the leader subject of the transfer recommendation, together with the reasons for the recommendation. The District Commissioner may direct that the leader must stand aside from any involvement in Scouting until the expiration of that 7-day period.

The leader may lodge, in writing and no later than 5.00pm on the 7th day, an appeal against to the Region Commissioner. The Region Commissioner may automatically give effect to the recommendation if no appeal is lodged.

Where a leader has been directed to stand aside from involvement in Scouting, that direction will continue until the determination of the appeal by the Region Commissioner.

It is the decision of the Region Commissioner whether they determine the appeal on the papers or after speaking with the Leader. The Region Commissioner may direct that a non-voluntary transfer may take place whether or not there are sufficient grounds either a Local Conduct Issue or a Serious Misconduct Issue.

The Region Commissioner is entitled to place such conditions on the transferred Leader as the Region Commissioner reasonably believes are appropriate in the circumstances.

The Region Commissioner's decision is final and there is no right to a further review.

These provisions are in addition to the provisions relating to Adults during their first 6 months of membership as set out in O & I Adult Appointment Procedures 2.2(f):

It is at this time that the prospective Adult Member will commence a period of probation of six months. During this period the prospective Adult Member and Scouts NSW (i.e.



the Region Commissioner) reserve the right to terminate the prospective Adult Member's membership at any time.

## 4 Procedures for Child Protection, Criminal Law and Serious Misconduct Issues

### 4.1 Consideration of Suspension

While the use of the suspension / dismissal process is a decision of last resort, Scouts Australia WILL act to protect the interests of its Youth Members and where that requires the suspension of an Adult, to obviate the risk, that will occur.

It is also important to note that Scouts retains a right to summarily dismiss its members in circumstances where there is Serious Misconduct Issue or for actions which bring, or are likely to bring, the Association into disrepute (Policy and Rules 5.5.3). Also, the Board of Directors may determine (including withdrawing or cancelling) adult appointments and membership at any time. The Board of Directors is not be under any obligation to state the reasons for such action.

The decision to suspend is made by the SCIM (or other person nominated by the Chief Commissioner or Deputy Chief Commissioner - Youth Safety, Compliance & Support) on a case-by-case basis. Suspension will be considered in every Child Protection, Criminal Law and Serious Misconduct Issue.

Suspension is not a punishment, but a risk management tool used to protect both the Youth Member and the Adult. Breach of conditions of suspension may constitute the basis for summary dismissal.

When an Adult is suspended, they will be allocated a Support leader from their Region Member Support team. If they do not hear from that Member Support Leader within 7 days of being advised of their suspension, they should email the State Commissioner (Member Support) who will arrange for someone to contact them within 72 hours.

### 4.2 Receipt of Child Protection Issues

#### a) Child Protection Allegations

When Scouts NSW becomes aware of a Child Protection Allegation involving an Adult in Scouting, it will be referred to the NSWPF and/or FACS in accordance with the Child Protection Policy and Rules.

Scouts NSW will, on receiving advice from NSWPF or FACS of the completion of their investigations (either by Court decision or administrative decision not to take further

action) make its own decision whether to commission a Fact Finding of issue a Show Cause Notice.

At the time of referral to the NSWPF or FACS, the SCIM or other person nominated by the DCC (YS, C & S) will make a recommendation to the DCC (YS, C & S) about any reasons why that Adult in Scouting should or should not be suspended.

The Adult in Scouting will be informed by a member of the Child Protection Team if they are to be suspended and the conditions of that suspension. The reasons for and conditions of suspension will also be provided by letter (usually forwarded by email).

#### **b) Working with Children Check Bar**

When Scouts NSW is advised by the Office of Children's Guardian that an Adult's WWC approval is subject to a bar or temporary suspension, it is required by law to suspend the Adult from involvement in all Scouting activities. Where a WWC approval is withdrawn or cancelled by OCG, Scouts NSW is required to cancel membership of the Association. There is no appeal from such a decision within Scouts NSW – although the Adult may separately seek to appeal the decision of the OCG.

The Adult in Scouting will be informed by a member of the Child Protection Team if they are to be suspended and the conditions of that suspension. Similarly, if their membership is to be cancelled, they will be informed by a member of the Child Protection Team. The reasons for and conditions of suspension or the fact of cancellation will also be provided by letter (usually forwarded by email).

## **4.3 Receipt of Criminal Law Issues**

When Scouts NSW becomes aware of any Criminal Law Issue, the SCIM or other person nominated by the DCC (YS, C & S) will recommend to the DCC YSC&S whether:

- a) the Adult should be suspended; and
- b) a Fact Finding should be commissioned; or
- c) a Show Cause Notice or summary cancellation of membership issued.

When the DCC- YS, C & S upholds an appeal they will decide whether:

- a) the Adult should be suspended; and
- b) a Fact Finding should be commissioned; or
- c) a Show Cause Notice or summary cancellation of membership issued.

When the Adult is to be suspended, they will be informed by a member of the Child Protection Team that they are suspended and the conditions of that suspension. The

reasons for and conditions of suspension will also be provided by letter (usually forwarded by email).

## 4.4 Receipt of Serious Misconduct Allegations

When Scouts NSW receives an allegation of Serious Misconduct, it will be referred to the SCIM who will decide whether it is, or not, a Serious Misconduct Issue.

This process applies irrespective of the manner and method how the allegation is reported (e.g. through the website, by phone call, by letter or email OR report to WOSM, Scouts Australia, Chief Commissioner, CEO or staff etc.).

Failure to maintain currency in a Mandatory Requirement WILL be regarded as a Serious Misconduct Issue which WILL result in suspension until either the requirement is completed, or membership is cancelled.

Where the SCIM decides that it is NOT a Serious Misconduct Issue, they will advise the reporter of that decision who has 7 calendar days to appeal that decision. The appeal will be dealt with on the papers, by the DCCYSC&S. If there is no appeal or the appeal is rejected, the issue will be referred to the relevant Region Commissioner or Deputy Chief Commissioner. That RC or DCC will arrange for the allegation to be allocated to an appropriate Local Decision Maker within their Team to be dealt with under Step 2 of the Local Conduct Issues framework. The SCIM will inform the person making the allegation of the referral and of any additional information which they should provide to the Local Decision Maker when they are notified who that person is.

Where the SCIM decides that it IS a Serious Misconduct Issue, they will also Recommend to the DCC -YSC&S:

- a) whether the Adult should be suspended or not; and
- b) whether a Fact Finding should be commissioned; or
- c) a Show Cause Notice or summary cancellation of membership issued.

## 4.5 Next Steps

The process set out below will apply in respect of all complaints, other than those made against an Adult who is a direct report to the Chief Commissioner. In those circumstances, the processes and timeframes will be the same, excepting:

- The Nominee will be appointed by, and report to, the Chair of the Board of Directors; and
- The Appeal is to the Board of Directors.

## The Fact-Finding Process

### a) When is a Show Cause Notice or Summary Cancellation of Membership Issued?

A Show Cause Notice (or, in some circumstances a Notice of Cancellation of Membership) will usually occur (rather than a Fact Finding) where the Adult has had proven against them in a Court, or otherwise admits a Criminal Law Issue or matter of sufficient seriousness. The fact that a member has either been found guilty of a criminal offence or had a charge dismissed by a Magistrate pursuant to s32 of the Mental Health (Forensic Provisions) Act 1990, alone may be regarded as sufficient to properly support a recommendation of cancellation of membership.

### b) When does a Fact Finding Occur?

Scouts will conduct a Fact Finding when:

- a Child Protection allegation does not result in a Criminal Law Issue and the NSWPF advise that they will not be taking further action\*;
- FACS advise they will not be taking further action\*;
- a Criminal Law issue completes with an acquittal or finding that the allegation is not established\*;
- a Serious Misconduct Issue is accepted by the SCIM.

\* The decision by an external body (NSWPF, FACS or the Courts) that they will not be taking further action against an Adult does not prevent, nor relieve Scouts NSW from investigating whether a breach of its own processes and standards has occurred.

### c) Who Conducts the Fact Finding?

The SCIM (or other nominee of the DCC- YSC&S) will select 1 or more persons (depending on the location and complexity of the matter) to perform the Fact Finding based on their overall experience in Scouting or an expertise relevant to the issue.

### d) What is involved in a Fact Finding?

The Fact Finder will receive a letter of appointment from the Nominee setting out the background to the Issue and asking them to make such further inquiries and speak to such persons as they think will help them work out what is at the root of the Issue. This may involve the Fact Finder/s asking the person who brought the issue to the attention of Scouts:

1. The date/s and time/s when the behaviour occurred;
2. The circumstances and place where the behaviour occurred;



3. The names of any other person/s present and speaking to those persons.

Having formed a picture of the Issue, the Fact Finder/s will offer an interview to the Adult.

The Adult may bring a Scouting friend / supporter who is not to be there as an advocate and who may be required to leave the review if they act beyond the role of a supporter.

During this interview, the Fact Finder/s will put to the Adult enough detail to enable the Adult to respond. If the Adult does not wish to provide a response to the allegations during that meeting, they may be given the opportunity to provide a written response to the allegations at a time after the meeting is held.

If the Fact Finding, including any response by the Adult raises fresh matters of concern, those should be identified to the Adult for a response.

**e) What Happens on Completion of the Fact Finding?**

Once the Fact Finder/s have had the opportunity of considering all the information available, it is their duty to make a recommendation to the Nominee.

The recommendation should:

8. Set out the substance of the Child Protection, Criminal Law or Serious Misconduct Issue;
9. List the information which the Fact Finder/s obtained and the sources of that information – including the names of any witnesses spoken to;
10. Provide an assessment of the weight of the information obtained (as to whether or not some bits are more reliable than other information and why);
11. Set out the Facts which the Fact Finder/s found established on the balance of probabilities;
12. Advise whether those Facts support a finding of ANY breach of the Scout Promise and Law, Code of Ethics or the Adult Code of Conduct involving the Adult;
13. Advise whether any matters arise which support a finding of breach of the Scout Promise and Law, Code of Ethics or the Adult Code of Conduct involving ANY OTHER Adult; and
14. Set out, where a breach is found, a suitable sanction (including further education, transfer to another position or cancellation of membership) which might be appropriate to the breach.

**f) Role of the Nominee**

On receipt of the report from the Fact Finder/s the Nominee will consider ALL the material provided and, bringing their own experience to the Issue, decide whether to

adopt or vary the recommendation/s made by the Fact Finder/s. Where the Nominee does vary the recommendations made by the Fact Finder/s, they will set out the reasons for so doing.

**The Nominee will also consider:**

- a) Where the Adult the subject of the complaint has been suspended, the lifting of that suspension;
- b) Where the Adult the subject of the complaint has been suspended, the lifting of that suspension but imposing conditions; and
- c) Whether cancellation of membership is appropriate.

The Nominee will arrange for the Adult to be advised in writing of their decision and any sanctions to be imposed.

**g) The Appeal**

Where a sanction is imposed on the Adult by the Nominee and they believe that either the findings of Fact are incorrect, or they disagree with the sanction imposed, they may file an appeal. That appeal must be lodged within 7 days of being advised of the decision.

The appeal must set out clearly the bases why the Adult disputes the decision; what they believe should have been the appropriate decision or sanction (and the reasons for their belief); and whether or not they wish to personally address the final decision maker (usually the DCC YSC&S).

The Adult may bring a Scouting friend / supporter who is not to be there as an advocate and who may be required to leave the review if they act beyond the role of a supporter.

In all cases other than those involving an adult who reports directly to the Chief Commissioner, the decision maker shall be the DCC YSC&S who will review the information and consider any matters put by the Adult, before they make a final and binding determination. If the Adult reports directly to the Chief Commissioner, then the decision maker will be an appointee of the Chair of the Board of Scouts NSW.

Once a determination has been made, the Adult will be informed of the final and binding determination. No further appeal or review of that decision will be entertained.

The person who raised the issue with Scouts NSW will also be advised that the process has completed and (subject to restrictions in law) may be advised of the effect of the determination.

Where required, the Chief Commissioner cause the authorities to be advised (for example, notify the Office of the Children's Guardian (NSW) of conduct constituting an assessment requirement trigger under the Child Protection (Working With Children) Act 2012 (formerly, a "Relevant Employment Proceeding" notification)) and Scouts Australia.

## 5 Definitions

**Adult** – Adult means any person 18 years of age or older who is a Leader, Rover Scout, Adult Helper, Adult Supporter, Office Bearer, Foundation & Fellowship Member and/ or Staff

**Bullying** - Bullying is when an individual or a group of people with more power, repeatedly and intentionally cause hurt or harm to another person or group of people who feel helpless to respond. (<http://breakingthecycle.scouts.com.au/about/definition/>)

**Child Protection Allegation** – an allegation that a Youth Member has been subject of Child Abuse as set out in the Scouts Australia Child Protection Policy ([https://soz-central.s3.amazonaws.com/products/227/download\\_file/Scouts\\_Australia\\_Child\\_Protection\\_Policy.pdf](https://soz-central.s3.amazonaws.com/products/227/download_file/Scouts_Australia_Child_Protection_Policy.pdf))

**Child Protection Team** – the Child Protection Officer, Chief Executive Officer, DCC YS, C & S, Chief Commissioner, SCIM

**Criminal Law Issue** – any matter, including an Apprehended Domestic Violence Application or Apprehended Personal Violence Application, in which Police have issued proceedings requiring a person to appear before a Court.

**DCC YSC&S** – Deputy Chief Commissioner (Youth Safety, Compliance & Support)

**Delegate** – The Chief Commissioner and Deputy Chief Commissioner (Youth Safety, Compliance and Support) who have been delegated by the Board of Directors of Scouts NSW certain powers including to cancel Adult membership.

**Dispute** – a disagreement between 2 or more Adults which will usually be dealt with as a Local Conduct Issue

**District Commissioner** – the person appointed as a District Commissioner for a District within a Region or a person on the Region Team responsible to the Region Commissioner for supervising 1 or more Formations within that Region or a person appointed by the Region Commissioner to deal with personnel issues with their Team. In respect of State Leaders, such as Activity or Training Leaders, it is a person appointed by the responsible State Commissioner to deal with personnel issues within their Team.

**FACS** – NSW Department of Family and Community Services

**Fact Finder/s** – one or more persons appointed by the SCIM (or other nominee of the DCC – YSC&S) to carry out a Fact Finding

**Formation** – is a unit or grouping within Scouts NSW to which a Member may be attached.

**Grievance** – an issue which a person (whether Adult or Youth) has against an Adult. This will be dealt with as a Local Conduct Issue.

**Local Issue Resolver** the person who uses the Mediation Process to assist the parties to come to a mutually agreeable decision in relation to a Local Conduct Issue – see [Appendix 1 - Local Conduct Issues Resolution Table](#).

**Local Conduct Issue** – an issue involving an alleged breach of the Scout Promise and Law or Code of Ethics or Adult Code of Conduct other than a Serious Misconduct Issue

**Mandatory Requirement** – Current Working with Children Check, Current Child Safe Scouting e-learning Module and Current WHS for Scouting e-learning Module.

**Mediation Process** – a process involving the Local Issue Resolver meeting with the parties to a Local Conduct Issue:

- setting behavioural standards for the meeting;
- exploring the issues with them to help them define and clarify what led to the issue;
- helping them agree on goals and outcomes for the process;
- facilitating discussion between them towards a resolution of the issue; and
- assisting them to reach an agreement which they can live with.

**Nominee** – person appointed by the DCC – YSC&S to supervise the Fact-Finding Process (including appointing the Fact Finder/s) and to make the decision as to the outcome of that process and any sanction to be imposed.

**NSWPF** – New South Wales Police Force

**SCIM** – State Commissioner (Issues Management)

**Scouting Values** – Acting in accordance with the Scout Law and Promise, Code of Ethics and the Code of Conduct for Adults in Scouting

**Serious Misconduct Allegation** an allegation that an Adult has been involved in a Serious Misconduct Issue.

**Serious Misconduct Issue** – an issue involving an alleged breach of the Scout Promise and Law or Code of Ethics or Adult Code of Conduct which the SCIM determines to be a Serious Misconduct Issue because of the nature of the conduct involved, the potential to damage the reputation of Scouting, the role of the person against whom the allegation is made or other reasons which the SCIM considers relevant.

## Appendix 1 - Local Conduct Issues Resolution Table

Local Conduct Issues Resolution Table		
Person with whom you have issue	Local Issue Resolver	Final Review by
Parent/Member of Committee	Group Leader	District Commissioner (or Nominee)
Section Leader or Assistant Leader	Group Leader	District Commissioner (or Nominee)
Assistant Group Leader	Group Leader	District Commissioner (or Nominee)
Group Leader	District Commissioner's Nominee	District Commissioner
District Commissioner	Regional Commissioner Nominee	Region Commissioner
Rover	Crew Leader/ Rover Advisor	Regional Rover Commissioner and Regional Rover Chair or Region Rover Advisor <sup>6</sup>
Crew leader/ Rover Advisor	Nominee of Region Rover Council	Regional Rover Commissioner and Regional Rover Chair or Region Rover Advisor <sup>7</sup>
Activity Leader	Regional Activity Commissioner's Nominee	Regional Activity Commissioner
State Leader, State Commissioner, Assistant State Commissioner, Assistant Chief Commissioner	State Issues Management Team	Deputy Chief Commissioner (Youth Safety Compliance & Support)
Region Team	Region Commissioner	Deputy Chief Commissioner (Youth Safety Compliance & Support)
Region Commissioner Deputy Chief Commissioner or Chief Commissioner	State Issues Management Team	Chair of the Board of Directors

<sup>6</sup> Where neither the Regional Rover Commissioner or Regional Rover Chair hold a Certificate of Adult Leadership

<sup>7</sup> Where neither the Regional Rover Commissioner or Regional Rover Chair hold a Certificate of Adult Leadership

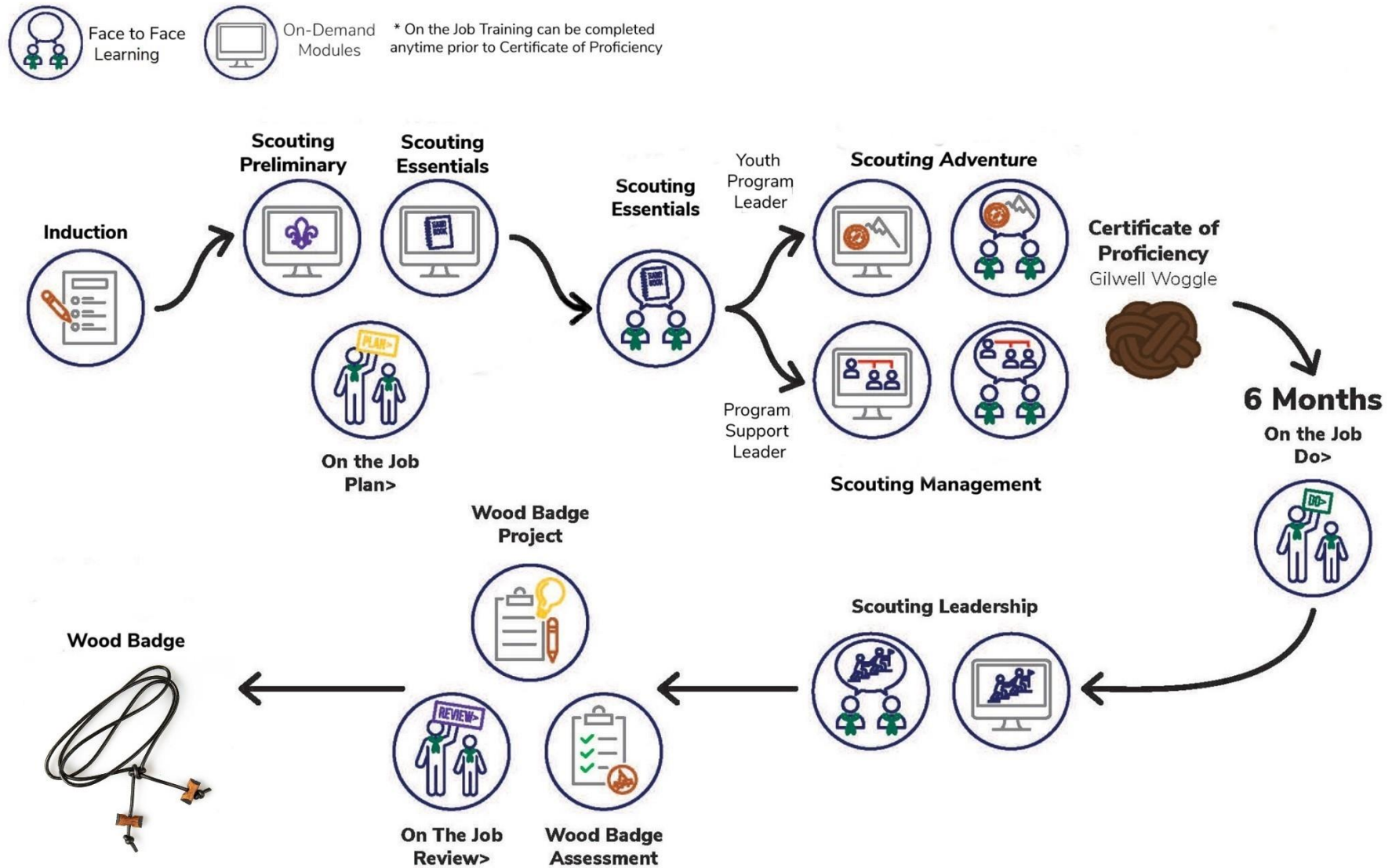




# Adult Training & Development Pathway

from April 2021




# Overview of Your Training Pathway



# What to Expect and Where to Find It

Your Training Pathway consists of some different ways of learning.

These include:

FORMAT	WHAT IS IT?
 On-Demand Learning	<p>The On-Demand modules enables you to get the information you need for your role, at a time that suits you.</p> <p>You will need to complete some On-Demand modules before you attend face to face courses. You can access these <a href="#">here</a>.</p>
 On the Job forms	<p>These are the skills you learn in your local context guided by your team leader or other training mentor (such as a Group Leader or District Leader). You can access these <a href="#">here</a>.</p>
 Face-to-Face Learning	<p>These are fun, engaging training courses held at some great Scouting campsites or at Scout Halls near you. Check out the State Calendar on the Scouts NSW website.</p>







# Youth Program Leader (Leaders of Youth) Training Pathway

for

Joey Scout Leaders

Cub Scout Leaders

Scout Leaders

Venturer Scout Leaders

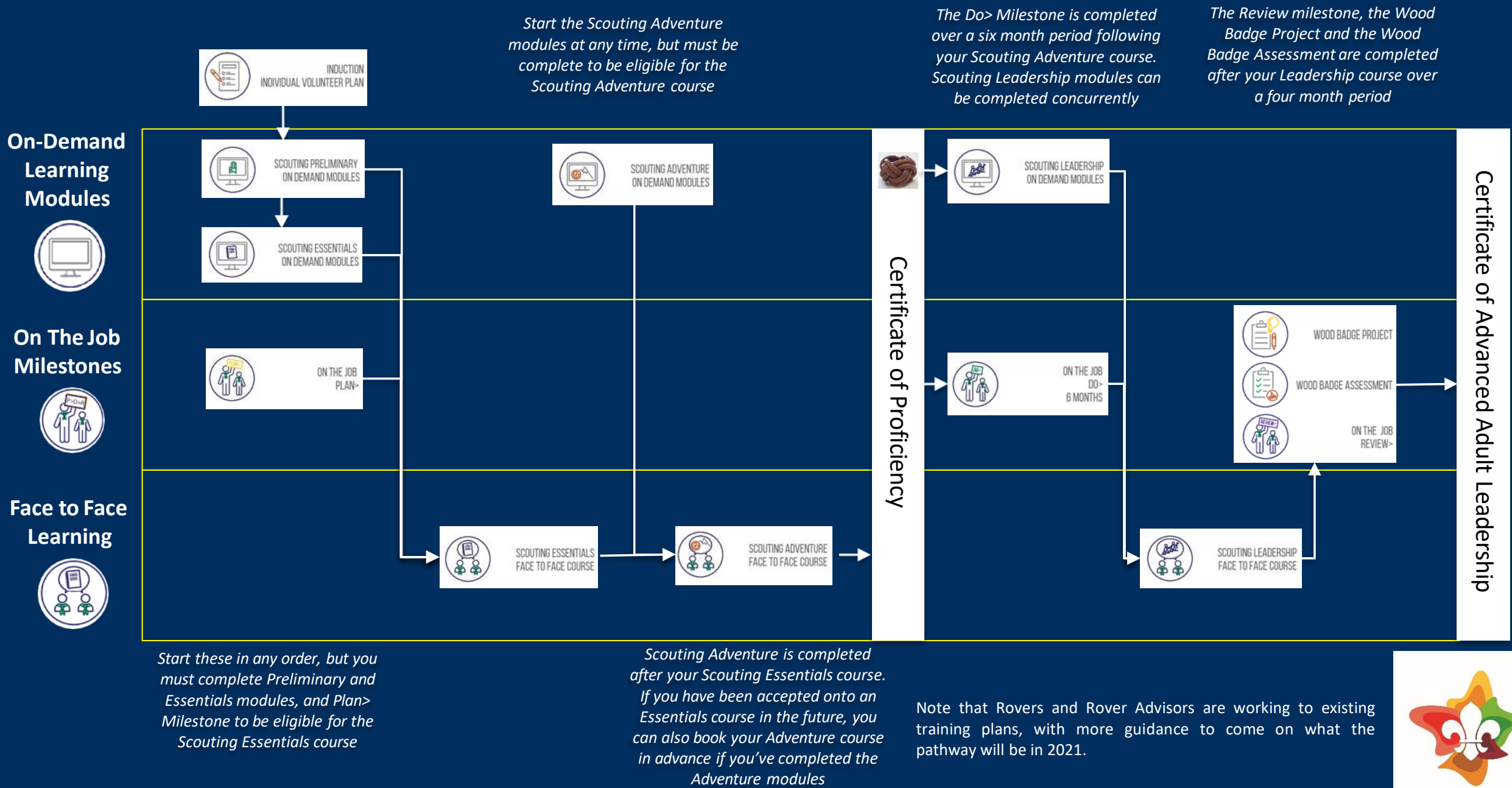
Rover Scout Unit Leaders

Rover Scout Advisers

Activity Leaders










# Youth Program Leader Training Pathway: Pre-requisites and co-requisites





# Youth Program Leader Training Pathway (Leaders of Youth & Activity Leaders)

PATHWAY	ICON(S)	THE DETAILS
<b>Step 1:</b> Induction Individual Volunteer Plan		<p>Introductory Interview will be conducted with your Leader in Charge.</p> <p>The Induction Individual Volunteer Plan will be released soon.</p>
<b>Step 2:</b> On-Demand Modules Scouting Essentials and Scouting Preliminary	 	<p>These can be started in any order. You must complete the On-Demand Modules to be eligible for the Scouting Essentials Face-to-Face.</p>
<b>Step 3:</b> On the Job Plan >		<p>The On the Job Plan &gt; can be completed at any stage, but must be completed before the Certificate of Proficiency.</p>
<b>Step 4:</b> Scouting Essentials Face-to-Face Course		<p>The Scouting Essentials Face-to-Face course is a two-day residential that provides you with essential youth program delivery skills and connects you with like-minded Leaders.</p>
<b>Step 5:</b> On-Demand Modules and Face-to-Face Scouting Adventure	 	<p>Scouting Adventure is completed after your Scouting Essentials course. If you have been accepted onto a Scouting Essentials course to take place in the future, you can also book your Scouting Adventure course in advance if you have completed the Scouting Adventure On Demand modules.</p>

---

**Step 6:**

Certificate of Proficiency



Congratulations! You have now completed your Certificate of Proficiency and this completes your first half of your journey. The next step now is to continue your pathway to completing The Wood Badge

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**Step 7:**

On the Job Do >



The Do> Milestone is completed over a six-month period following your Scouting Adventure course. Scouting Leadership modules can be completed concurrently

---

**Step 8:**

On-Demand Modules and Face-to-Face Scouting Leadership



The Scouting Leadership Face to Face course is a two-day residential that provides you with program leadership skills. This is the start of your Wood Badge journey.

**Please note, The Scouting Leadership On-Demand Modules have not been released yet. You will need to complete the Advanced Core Modules & the section specific Advanced Sectional Techniques.**

---

**Step 9:**

The Wood Badge Project and the Wood Badge Assessment



The Wood Badge Project will be discussed and set with your Course Leader on your Scouting Leadership course.

The Wood Badge Assessment is completed after your Leadership course over a four-month period.

---

**Step 10:**

On the Job Review >



The On the Job Review > must be completed and submitted before the completion of The Wood Badge.

---

**Step 11:**

The Wood Badge



Congratulations on completing The Wood Badge!

You will be presented with your Wood Badge certificate along with the Gilwell Scarf and the Wood Beads to recognise your significant achievement.

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# How long should it take to train?

The sooner that Leaders can complete their training, the sooner they can support the full youth program in their Unit.

While there has been some relaxation of timelines while COVID-19 has disrupted operations, our Mutual Agreement as Leaders requires us to be trained to Certificate of Proficiency level within twelve months and to Certificate of Advanced Adult Leadership level within three years.

This is not only very achievable, it makes for better Scouting. Here's a suggested approach for completing your training up to the Certificate of Proficiency:

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8
 <b>On The Job</b>		<b>On The Job – Plan</b> First 3 “I” statements	<b>On The Job – Plan</b> Second 3 “I” statements	<b>On The Job – Plan</b> Final 4 “I” statements				
 <b>On-Demand</b>	<b>Scouting Preliminary</b> <ul style="list-style-type: none"> <li>• I'm an Adult Leader</li> <li>• Child Safe Scouting</li> <li>• WHS for Scouting</li> <li>• Preliminary ScoutSafe</li> <li>• Educational Objectives and SPICES</li> <li>• The Scout Method</li> <li>• Youth Leading, Adults Supporting</li> </ul>	<b>Scouting Essentials</b> <ul style="list-style-type: none"> <li>• Plan&gt;Do&gt;Review</li> <li>• Achievement Pathways</li> <li>• I'm a Scout</li> <li>• Youth Led Programming</li> <li>• Thank you BP</li> </ul>	<b>Scouting Essentials</b> <ul style="list-style-type: none"> <li>• Making patrols Work</li> <li>• Managing Behaviours</li> <li>• Youth Empowerment</li> <li>• Being Inclusive</li> <li>• Building Resilience</li> </ul>			<b>Scouting Adventure</b> <ul style="list-style-type: none"> <li>• Elementary Navigation</li> <li>• Navigation Skills</li> <li>• Camping Skills</li> <li>• Equipment for Lightweight Camping</li> <li>• Bushwalking Skills</li> </ul>	<b>Scouting Adventure</b> <ul style="list-style-type: none"> <li>• Plan and Guide Outdoor Activities</li> <li>• Minimal Environmental Impact Practices</li> <li>• Interpreting Weather</li> <li>• Group Facilitation</li> <li>• Responding to Emergencies</li> <li>• Planning for Outdoor Activities</li> </ul>	
 <b>Face to Face</b>					<b>Scouting Essentials</b>			<b>Scouting Adventure</b>
<b>Time commitment (approx.)</b>	4 hours	4 hours	4 hours	1 hour	Weekend	3.5 hours	3.5 hours	Weekend



# Program Support Leader

(Leaders of Adults)

## Training Pathway

for

Group Leaders

District Leaders

Region Leaders

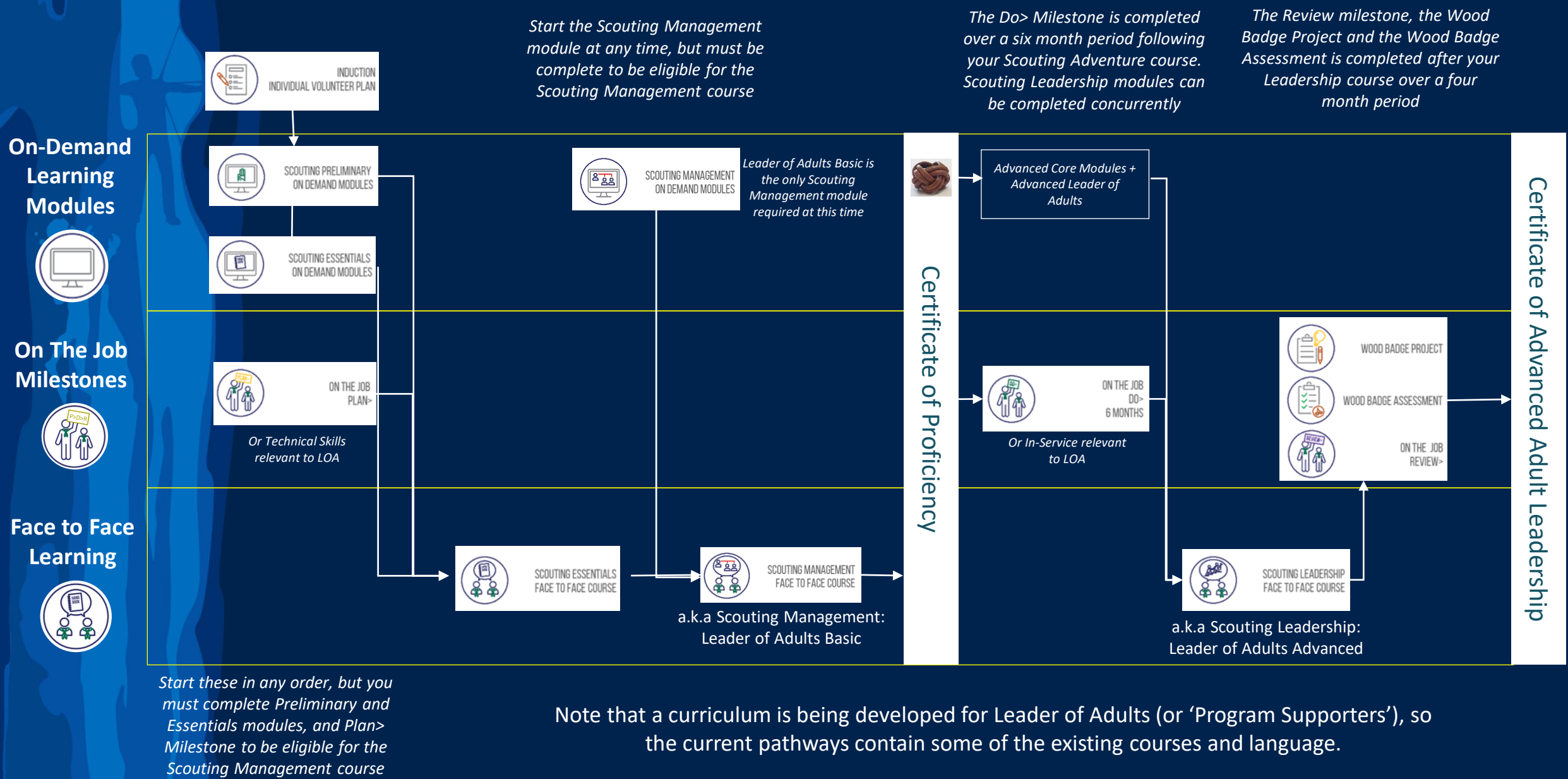
District Commissioners

Region Commissioners

State Commissioners











# The Leader of Adults Training Pathway: Pre-requisites and co-requisites





# Program Support Leader Training Pathway (Leaders of Adults)

PATHWAY	ICON(S)	THE DETAILS
<b>Step 1:</b> Induction Individual Volunteer Plan		Introductory Interview will be conducted with your Leader in Charge.  The Induction Individual Volunteer Plan will be released soon.
<b>Step 2:</b> On-Demand Modules Scouting Essentials and Scouting Preliminary	 	These can be started in any order. You must complete the On-Demand Modules to be eligible for the Scouting Essentials Face-to-Face.
<b>Step 3:</b> On the Job Plan >		The On the Job Plan > can be completed at any stage, but must be completed before the Certificate of Proficiency.
<b>Step 4:</b> Scouting Essentials Face-to-Face Course		The Scouting Essentials Face-to-Face course is a two-day residential that provides you with essential youth program delivery skills and connects you with like-minded Leaders.
<b>Step 5:</b> On-Demand Modules and Face-to-Face Scouting Management	 	Scouting Management is completed after your Scouting Essentials course. If you have completed the Scouting Management On-Demand modules and have been accepted into a Scouting Essentials course in the future, you can also book your Scouting Management course in advance.
<b>Step 6:</b> Certificate of Proficiency		Congratulations! You have now completed your Certificate of Proficiency and this completes your first half of your journey. The next step now is to continue your pathway to completing The Wood Badge



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**Step 7:**

On the Job Do >



The Do> Milestone is completed over a six-month period following your Scouting Adventure course. Scouting Leadership modules can be completed concurrently.

---

**Step 8:**

On-Demand Modules and Face-to-Face Scouting Leadership



The Scouting Leadership Face to Face course is a two-day residential that provides you with program leadership skills. This is the start of your Wood Badge journey.

**Please note, The Scouting Leadership On-Demand Modules have not been released yet. You will need to complete the Advanced Core Modules & the section specific Advanced Sectional Techniques**

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**Step 9:**

The Wood Badge Project and the Wood Badge Assessment



The Wood Badge Project will be discussed and set with your Course Leader on your Scouting Leadership Course.

The Wood Badge Assessment is completed after your Leadership course over a four-month period.

---

**Step 10:**

On the Job Review >



The On the Job Review > must be completed and submitted before the completion of The Wood Badge.

---

**Step 11:**

The Wood Badge



Congratulations on completing The Wood Badge!

You will be presented with your Wood Badge certificate along with the Gilwell Scarf and the Wood Beads to recognise your significant achievement.

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# Leaders who are changing sections Training Pathway

If you are changing sections, the best thing about the new training curriculum is you won't need to complete the Scouting Essential residential training, however, you will need to complete a few things before submitting your A3 Transfer of Adult Appointment Application.

We also highly recommend for you to review the Scouting Preliminary and Essentials On-Demand Modules as they cover the new Youth Program.





There are 2 pathways:

1. Leaders who hold a Certificate of Adult Leadership
2. Leaders who hold The Wood Badge

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## Leaders who hold a Certificate of Adult Leadership

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PATHWAY	ICON(S)	THE DETAILS
<b>Step 1:</b> Complete the On the Job Plan >		This form can be found on the On-Demand platform
<b>Step 2:</b> Complete the On the Job Do >		This form can be found on the On-Demand platform
<b>Step 3:</b> On-Demand Modules and Face-to-Face Scouting Adventure		If you have not completed Basic Outdoor Skills (BOS) or equivalent, you will need to complete the Scouting Adventure On-Demand Modules and Face to Face.
<b>Step 4:</b> Submit your Transfer of Adult Appointment Application		Please submit this to your Region Office

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## Leaders who hold The Wood Badge

PATHWAY	ICON(S)	THE DETAILS
<b>Step 1:</b> Complete the On the Job Plan >		This form can be found on the On-Demand platform
<b>Step 2:</b> Complete the On the Job Do >		This form can be found on the On-Demand platform
<b>Step 3:</b> On-Demand Modules and Face-to-Face Scouting Adventure		If you have not completed Basic Outdoor Skills (BOS) or equivalent, you will need to complete the Scouting Adventure On-Demand Modules and Face to Face.
<b>Step 4:</b> On the Job Review >		This form can be found on the On-Demand platform
<b>Step 4:</b> Submit your Transfer of Adult Appointment Application		Please submit this to your Region Office

# Why the Change?

Scouting is a rich youth program, and it has a rich adult training program to match. It's understandable that people can get a bit lost when things change in our training. But we think that a bit of investment now in understanding what our Leaders now need to do for their training will pay huge dividends in providing an even more inspiring youth program for young people.

Some of the benefit of our changing training system include:

BENEFIT	SO WHAT?
It reflects the youth program we are currently delivering and transitioning to	The fundamental driver for an update of our adult training program is that it needs to reflect our changing youth program. New Leaders coming through the system will be confident with newer elements of the program. Updating the content of our training also gives us the opportunity to check that our training is as challenging, fun, inclusive and adventurous as our youth program is.
It better recognises adult skills across sections under 'One Program' reducing the need to 're-train'	<p>Section-specific adult training makes less sense when we are delivering a continuous developmental youth program over different age ranges. This means we can package together our shared program delivery and leadership skills as the basis for exciting and engaging Face to Face courses for Leaders from all sections. This means a trained Leader transitioning between sections won't need to attend more courses, they 'll just need to focus on the On the Job training components as they apply in their new section context. Exciting!</p> <p>There are also opportunities to recognise the skills of our youth members as they make the transition to adult membership, making that a smoother transition that more young people choose to do.</p>
It makes it much easier to provide lots of choices of timing/location for Face-to-Face courses	Having all sections youth program courses (Essentials, Adventure and Leadership) means that it will be much easier to schedule viable courses closer to where people live. This means getting further out into regional NSW more often. In metropolitan areas, the courses will be sufficiently frequent that if you can't make it to one course, you won't have to wait long to get on the next one.
It is an opportunity to make the On Demand Learning more engaging and tailored	Newer modules being rolled out use more engaging training techniques, are broken up into achievable chunks, and in some cases






	have pre-module quizzes so that you can bypass some of the material if you already have the knowledge or skill.
It is an opportunity to streamline the 'process' of training	On the Job forms are now easily available on the On Demand Training platform. At this stage, trainees will need to have the form verified in PDF form before being processed by Training NSW, but ultimately this whole process will be able to be done on the On Demand platform. There will be less 'paperwork' involved in training, so hopefully more focus on great training.





# What's Changing?

While the training available to you will always be continuously improved, we are going through a particular period of change as the training is updated to support new program elements. If you are training at the moment or supporting trainees, this section is designed to help you navigate that change.

FORMAT	WHAT'S CHANGING FOR YOUTH PROGRAM LEADERS (LEADERS OF YOUTH & ACTIVITY LEADER)	WHAT'S CHANGING FOR PROGRAM SUPPORT LEADERS (LEADERS OF ADULTS)	PREVIOUS LANGUAGE
 <p>On Demand Learning</p>	<p>Modules are still being updated, and this pack will be updated accordingly so you know what modules to complete to be eligible for courses in the future.</p> <p>The rest of the Scouting Essentials modules will be release soon!</p> <p><b>Please note, The Scouting Leadership On-Demand Modules have not been released yet. You will need to complete the Advanced Core Modules &amp; the section specific Advanced Sectional Techniques</b></p>	<p>Modules will be updated once a new curriculum is finalised for Program Supporters. Coming soon!</p> <p><b>Please note, The Scouting Leadership On-Demand Modules have not been released yet. You will need to complete the Advanced Core Modules &amp; the section specific Advanced Sectional Techniques</b></p>	<p>The eLearning</p>



 <p>On the Job forms</p>	<p>New leaders should now use the new On the Job forms on the On-Demand platform. If you've already started Technical Skills or In Service, you can quickly finish these off instead of the Plan &gt; and Do &gt; forms.</p> <p>At this stage, to achieve the Wood Badge (indicating a fully trained Leader) after your Scouting Leadership, you will need to complete the Wood Badge Project discussed on course, an On The Job evaluation led by your District Commissioner, as well as the Review &gt; On the Job Milestone. In the future the Review &gt; milestone may incorporate these other elements.</p>	<p>New leaders should now use the new On the Job forms on the On-Demand platform. If you've already started Technical Skills or In Service, you can quickly finish these off instead of the Plan &gt; and Do &gt; forms.</p> <p>At this stage, to achieve the Wood Badge (indicating a fully trained Leader) after your Scouting Leadership, you will need to complete the Wood Badge Project discussed on course, an On The Job evaluation led by your District Commissioner, as well as the Review &gt; On the Job Milestone. In the future the Review &gt; milestone may incorporate these other elements.</p>	<p>In-service Technical skills</p>
 <p>Face-to-Face Learning</p>	<p>Your courses have had a name change, they allow you to network and learn with leaders working in all sections and the content has been updated. They are even more fun than they were!</p>	<p>Your courses don't change significantly until a new curriculum is finalised. This is coming soon! Keep applying for Scouting Management (previously LOA Basic) and Scouting Leadership (previously LOA Advanced Practical Supplement).</p>	<p>Courses</p>



# On the Job & The Wood Badge

Training component	Who verifies your completion	The details	What happens next?
<b>On the Job Plan</b> <b>On the Job Do</b> <b>On the Job Review</b>	<b>A Leader with a Wood Badge</b>	<b>Individual skills can be verified by adult members who are proficient in the skill, under the supervision of a leader who has a Wood Badge.</b> <b>The final verification (at the bottom of the page) should be completed by a Wood Badged leader.</b>	<b>Notify your District Leader Adults Training Support (DLATS) or District Commissioner (DC) by providing them the signed form so that your completion can be recognised on Scoutlink. Your DLATS or DC don't have a role in verifying your forms, they just process the completion which gets sent to Region Office but they can ask questions of the leader who verified your forms.</b> <b>In the future, you'll be able to tick off these forms online. Can't wait!</b>
<b>The scope of your Wood Badge Project</b>	<b>The Scouting Leadership Course Leader</b>	<b>The scope of your Project is approved by the Course Leader of your Scouting Leadership course. You can generate ideas in advance of the course but be prepared for your ideas to shift a bit as we explore your personal development needs on the course.</b>	<b>Good luck with your Project!</b>
<b>Any changes to the scope of your Wood Badge Project?</b>	<b>The Scouting Leadership Course Leader</b>	<b>These also need to be approved by the Course Leader of your Scouting Leadership course. If you don't have their contact details, you can pass on your scope change to them via <a href="mailto:training@nsw.scouts.com.au">training@nsw.scouts.com.au</a></b>	<b>Good luck with your Project!</b>



<b>Wood Badge Project completion</b>	<b>Project Supervisor</b>	<b>When you've completed your Wood Badge Project, your project supervisor verifies that it's complete. The project supervisor should be the person nominated on your form and approved on the Scouting Leadership course by the Course Leader. This is normally your Leader in Charge.</b>	<b>Send the signed form to <a href="mailto:training@nsw.scouts.com.au">training@nsw.scouts.com.au</a></b> <b>If a significant amount of time has elapsed, or it seems like the circumstances have changed for your Project, the Course Leader may review your Project before it is finalised.</b>
<b>District Evaluation</b>	<b>District Commissioner or delegate</b>	<b>This is completed by the District Commissioner or their delegate, usually the District Leader for the section that you are working in.</b>	<b>Ensure that your District Commissioner has the signed Evaluation so that your completion can be recognised on Scoutlink.</b>





# New Terminology

If you have been in Scouting for a while, you may be more familiar with some of the previous naming for our courses. Here is a rough guide to how the old and new courses translate

PREVIOUS COURSE NAME	CURRENT COURSE NAME	ICON
Joey Basic Practical Cub Basic Practical Scout Basic Practical Venturer Basic Practical Rover Basic Practical Leader of Adults Basic Practical	Scouting Essentials	
Basic Outdoor Skills	Scouting Adventure	
Group Leader Basic Practical District Leader/Commissioners Basic Practical Basic Practical Supplement Leader of Adults	Scouting Management	
Joey Advanced Practical Cub Advanced Practical Scout Advanced Practical Venturer Advanced Practical Rover Advanced Practical Leader of Adults Advanced Practical	Scouting Leadership	
In-Service	On the Job Plan On the Job Do On the Job Review	

# Training Rebate Scheme

As of the 1st April 2018, Scouts NSW is now offering Groups a training rebate for first time Leaders who complete Basic training within one year and Advanced training within three years from joining Scouts as a Trainee Leader.

The scheme aims to encourage Leaders to complete their Basic and Advanced Wood Badge training within specified timeframes at a reduced cost. There is a \$45 rebate paid to the Group for a Leader completing Basic training within twelve months of joining and there is a \$63 rebate paid to the Group for a Leader completing Advanced training within three years of joining.

## How it works

On a monthly basis, Group Leaders will be notified of members who are eligible for the Training Rebate. They can then complete a Training Rebate Confirmation form on Operoo (previously known as CareMonkey) which will sit in the form library.

## Selection Criteria

- The Training Rebate Scheme only applies to first time Leaders who have joined after the 01st April 2018.
- Eligible Leaders must be aged 18 or above.
- The agreed start date will be the date that members are cleared.
- Given that youth members will already have access to eLearning through Scout Central, the agreed start date for Rovers will commence on the members 18th birthday.
- For existing Adult Helpers & Supporters who decide to embark on leader training for the first time, the start date will be the date the member becomes a pre-applicant on ScoutLink.
- The COAL must be issued within twelve months of the start date.
- The Wood Badge must be issued within three years from the start date.
- Rovers completing Rover Basic Leader training will be ineligible for the rebate due to the already discounted rate of the course.
- The rebate does not apply if discounted courses were used as part of the training.
- The Training Rebate cannot be used if a member has utilised the Benjamin Thompson Fund to access course fee funding.
- The Training Rebate cannot be used if a member has utilised the Youth Leader Development Program to access course fee funding.
- Up to a maximum of 1 Basic and 1 Advanced rebate will be paid per Leader.
- If eligible, the rebate will be paid to the group who paid for the member to be trained.



## Further Opportunities

Not only do we offer Leader Training for our members, but we also offer a range of Adventurous Activity courses, from Canyoning at Wee Jasper, 4WD from Jenolan Caves to Wombeyan Caves, snorkelling in our beautiful oceans and hiking in our amazing National parks.




Did you know that we are also a Registered Training Organisation? Scouts Institute of Training (SAIT) offers Nationally Accredited Qualifications. We recognise that our Leaders have fantastic skills and knowledge therefore, our Leader Training and our Adventurous Activity programs are closely aligned to some of our qualifications.

Are you interested in completing a qualification or learn a new Adventurous Activity skill and deliver this to your Youth members? Head over to our Scouts NSW website to find out more information or email us at [training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au) to enrol.




# Nationally Recognised Qualification

The Scouts Australia Institute of Training (SAIT) offers, at no cost to members, a number of nationally recognised qualifications. Evidence gathered from experiences in your Scouting journey can contribute towards achieving partial or complete nationally recognised qualifications.

	<b>On-Demand Learning</b>	<b>The knowledge gained via on-demand learning is relevant to the requirements of Scouting.</b> <b>There are some similarities to some of the requirements within qualifications.</b>	<b>Completion records of your on-demand learning provides some evidence of gaining knowledge that can be aligned and used as partial evidence towards qualifications.</b>
	<b>Face to Face Learning</b>	<b>The skills gained via Face to Face learning is relevant to the requirements of Scouting.</b> <b>There are some similarities to some of the requirements within qualifications.</b>	<b>Completion of your Face to Face learning provides some evidence of gaining skills that can be aligned and used as partial evidence towards qualifications.</b>
	<b>On the Job forms</b>	<b>The skills gained via On the Job forms is relevant to the requirements of Scouting.</b> <b>There are some similarities to some of the requirements within qualifications.</b>	<b>Completion of On the Job forms provides some evidence of applying knowledge and skills in real life situations that can be aligned and used as partial evidence towards qualifications.</b>



	<p><b>Assessment</b></p>	<p><b>The proficiency standards relevant to the requirements of Scouting are not exactly the same as the competency standards that are defined within nationally recognised qualifications.</b></p>	<p><b>Your Scout training provides some evidence towards qualifications. Because of the differences between Scouting and qualification requirements, your Assessor will require further information to assist you to complete nationally recognised qualifications.</b></p>
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# Frequently Asked Questions

While the training available to you will always be continuously improved, we are going through a particular period of change as the training is updated to support new program elements. If you're training at the moment or supporting trainees, this section is designed to help you navigate that change.

**Q: I am changing Sections and I hold a Certificate of Adult Leadership (COAL). Do I need to re-train?**

A: You will not need to complete the Scouting Essentials Face-to-Face course or the Scouting Preliminary and Essentials On Demand modules, but if you haven't completed these On Demand modules, we highly recommend that you complete these as they do cover the new Youth Program and you will be keeping up to date.

If you are a Joey or Cub Scout Leader transitioning to the Scout section and upwards, you will be required to complete the Scouting Adventure On-Demand modules and Face to Face.

To transition to your new section, you need to complete is the On-the-Job Plan, the On-the-Job Do and submit your A3 Transfer of Adult Appointment to your Region Office.

You will also need to continue with your journey towards The Wood Badge by completing the On-Demand module and Face to Face for Scouting Leadership.

If you would like to find out more, please visit our Scouts NSW page or contact us at [training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au).

**Q: I am changing Sections and I hold a Wood Badge. Do I need to re-train?**

A: You will not need to complete the Face-to-Face courses, but we do highly recommend for you to complete the Scouting Preliminary, Essentials and Leadership On Demand modules as they do cover the new Youth Program and you will be keeping up to date.

If you are a Joey or Cub Scout Leader transitioning to the Scout section and upwards, you will be required to complete the Scouting Adventure On-Demand modules and Face to Face.

To transition to your new section, you need to complete is the On-the-Job Plan, Do, Review, and submit your A3 Transfer of Adult Appointment to your Region Office.

If you would like to find out more, please visit our Scouts NSW page or contact us at [training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au).



**Q: I tried resetting my password and have not received the recovery email. What do I do?**

A: Please email [training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au) or phone Training Services on 02 9735 9000.

**Q: How do I apply for Training Courses?**

To apply for a Training Course you will need to fill an L1 Training Application form which you can find [here](#) and submit this form to [training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au) before the closing date of the course.

**Q: What happens if I withdraw from the course?**

A: If you are unable to attend a course, you will need to email [training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au) or phone Training Services on 02 9735 9000. Withdrawing from a course may incur a fee. Please note the Scuba course falls outside the cancellation policy.

Withdrawal before the Closing Date	Full Refund
Withdrawal more than 5 days before the course	Full refund less \$20 administration charge
Withdrawal less than 5 days before the course	No Refund
SCUBA withdrawal before the Closing Date	Full Refund
SCUBA withdrawal after the Closing Date	\$200 cancellation fee
Exceptional circumstances will be considered by the State Commissioner, Adult Training and Development	





# Further Training & Qualifications

Nationally Recognised VET Qualifications and  
Adventurous Activities Training are available to  
Leaders and Adult members at no cost.

Please contact Scouts NSW Training  
[training@nsw.scouts.com.au](mailto:training@nsw.scouts.com.au)



# Outdoor Adventure Skills

Certificate II, III, IV and Diploma in Outdoor Recreation  
(SIS20213, SIS30413, SIS40313, SIS50310)



Progressive levels of nationally recognised qualification in Outdoor Recreation provide for a range of roles in the industry. Conducting outdoor activities for a range of recreation and educational outcomes in outdoor environments.

## Possible adventurous activities:

Abseiling	Bushwalking	Canoeing
Canyoning	Caving	Cycling
Fishing	Four Wheel Driving	Kayaking
Mountain Biking	Rock Climbing	Sea Kayaking
Ski Touring	Ski / Snowboard	Snorkelling
Surfing	White Water Rafting	

# Gang Show / Showtime

CUA20215 Certificate II in Creative Industries

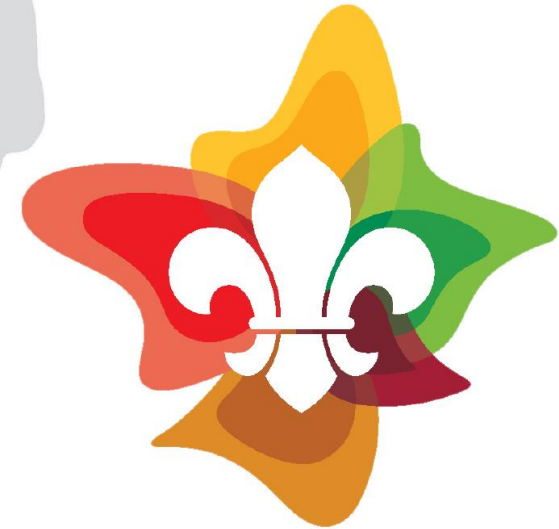


The Certificate II in Creative Industries can provide entry level jobs in the Creative industry sector. This qualification informs employers that the individual has the skills and knowledge to be competent in performing core skills in Creative Industry environments and assisting with a range of Creative Industry activities.

# Adults in Scouting

Get yourself a nationally recognised qualification

At no additional charge



**SAIT**  
SCOUTS AUSTRALIA  
INSTITUTE OF TRAINING



# Business and Leadership Qualifications

## BSB30115 Certificate III in Business

The Certificate III in Business is a nationally recognised qualification which reflects the varied roles of individuals across different industry sectors who apply a broad range of competencies using some discretion, judgment and relevant theoretical knowledge. They may provide advice and support to a team.



## CHC44015 Certificate IV in Coordination of Volunteer Programs

The CHC44015 Certificate IV in Coordination of Volunteer Programs reflects the role of people who are responsible for the coordination of volunteers within a program or organisation. Volunteer coordinators provide ongoing management and support to volunteers and are the main point of contact for volunteers. At this level, they will generally be autonomous and are required to supervise and lead volunteers in projects or teams.

**SCOUTS AUSTRALIA  
INSTITUTE OF TRAINING**  
(Enterprise RTO: 5443)



W | [training.scouts.com.au/qualifications](https://training.scouts.com.au/qualifications)  
E | [sait.enrolments@scouts.com.au](mailto:sait.enrolments@scouts.com.au)

## BSB42015 Certificate IV in Leadership and Management

The Certificate IV in Leadership and Management reflects the role of individuals who are assuming responsibility for their own performance. Individuals at this level provide leadership, guidance and support to others, with some responsibility for organising and monitoring the output of their team. They apply solutions to a defined range of predictable and unpredictable problems, and analyse and evaluate information from a variety of sources.



## BSB51915 Diploma of Leadership and Management

The BSB51918 Diploma of Leadership and Management reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts. Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements. They plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.



# Business

- Certificate II in Business
- Certificate III in Business
- Certificate IV in Leadership & Management
- Diploma of Leadership & Management



# Outdoor Recreation

- Certificate II in Outdoor Recreation
- Certificate III in Outdoor Leadership
- Certificate IV in Outdoor Leadership
- Diploma of Outdoor Leadership

# Scouting Pathways

Learning in Scouting may lead to VET competencies



# Scouting Pathways

## **Creative Industries**

2 years in Gang Show

Certificate II

3+ years in Gang Show

Certificate III

## **Volunteering**

Youth Program Milestone 2

Certificate II

Scouting Essentials

Certificate III

Scouting Leadership

Certificate IV



# Scouting Pathways

## Business Services

### Certificate II

Program Essentials Milestone 2, plus OAS Stage 5 Core skills

### Certificate III

Queen's Scout Award or Baden Powell Scout Award, Program Essential Milestone 3, plus OAS Stage 5 Core skills

or

Scouting Essentials (Certificate of Adult Proficiency - Gilwell Woggle), plus Certificate of Adult Appointment

### Certificate IV

Scouting Leadership (Certificate of Advanced Adult Leadership - Gilwell Scarf and Wood Beads)





# Scouting Pathways

## Outdoor Adventure Skills

Activity specialisations are **loosely** aligned to:

- Stage 5 – Certificate II activity grouping
- Stage 7 – Certificate III activity grouping
- Stage 9 – Certificate III & IV activities

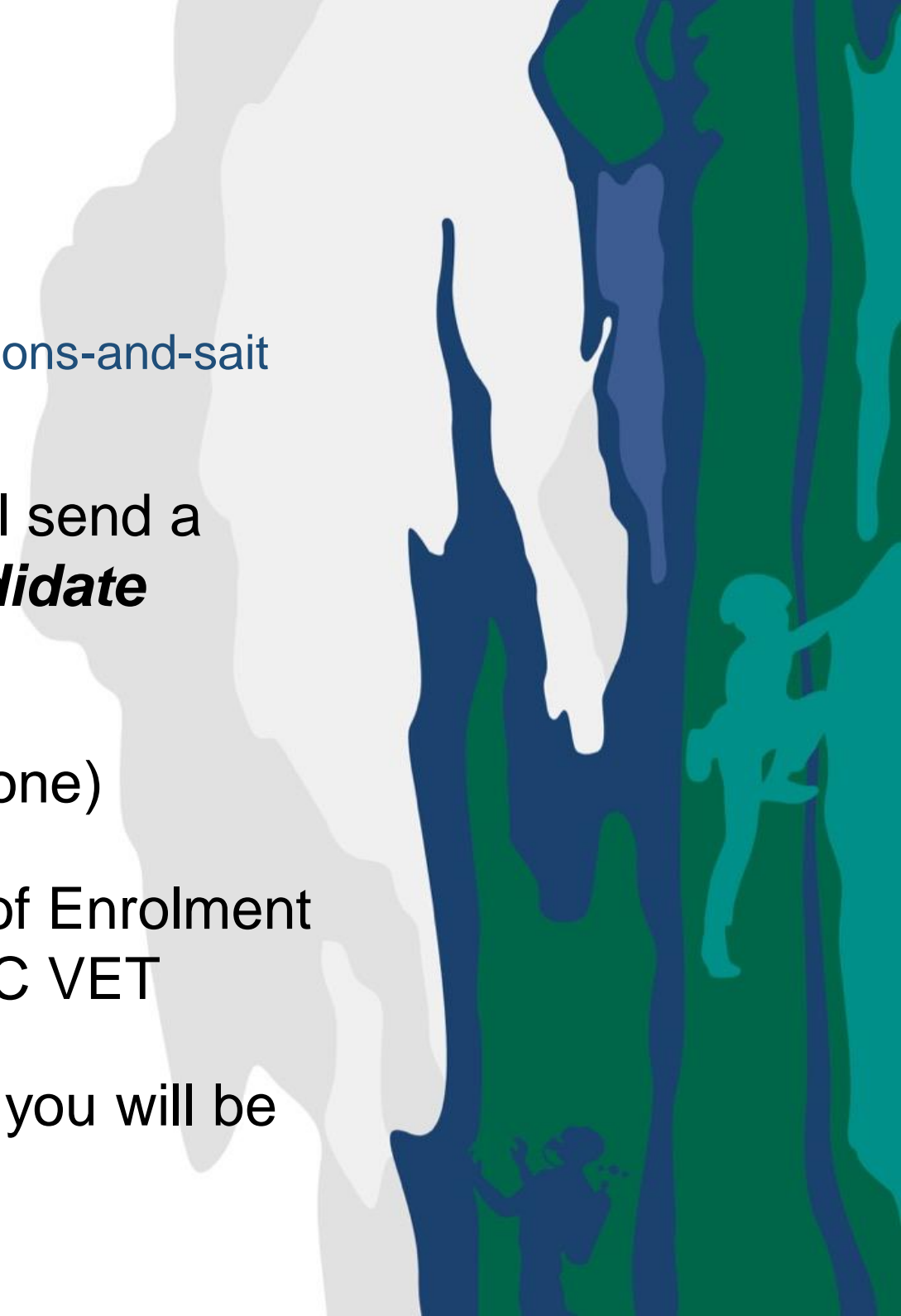


# RPL Process

## PLAN

<https://training.scouts.com.au/curriculums/qualifications-and-sait>

- Initial conversation with SC VET who will send a package of information including a ***Candidate Information Guide***
- Obtain a USI number (if you don't have one)
- Complete Enrolment Form, sign Terms of Enrolment & Privacy Consent and return them to SC VET
- You will be allocated an Assessor/s and you will be sent the relevant Workbooks



# RPL Process

## DO

- Complete appropriate RPL Workbook or Tool Kit & collect EVIDENCE
- Obtain Reference Letter
- Book RPL date with Assessor
- Undertake RPL/Professional conversation



# RPL Process

## REVIEW

- Assessor uploads evidence into *aXcelerate* and finalises assessment
- SC VET arranges for you to be issued with Qualification or Statement of Attainment





# Region Training Team

- Meets as required &/or Region Commissioners Conferences
- > On Demand Training (eLearning)
  - > On the Job Training: Plan>Do>Review (In-Service)
  - > Scouting Essentials Courses
  - > Scouting Adventure Courses
  - > Scouting Management Courses
  - > Scouting Leadership Courses
  - > Adventurous Activities Training: Safe Participant (SP), Trained Participant (TP), Assistant Guide (AG), Guide (G) & Activity Specialist (AS)
  - > Recognition of Proficiency (ROP) Assessments
  - > Apply First Aid, CPR, Remote Area First Aid & Wilderness First Aid Courses
  - > Mental Health First Aid Courses
  - > VET, RPL, RCC, Qualifications

Region Commissioner Adult Training & Development (Chair)	Grant Whitehorn
Assistant LeaderTrainer & Assessor	Kerrie Latham
Assistant LeaderTrainer & Youth Program SME	Clair Udy
Assistant LeaderTrainer, AA & Water Activities SME	Jenny Pavey
Instructor & AA Guide	Mic Doyle
Mental Health First Aid Training Instructor	Anthony Pritchard
Mental Health First Aid Training Instructor	Paul Hamer
Region Rover Council Training Officer	vacant
District Leader Training, Illawarra South (Venturer Scouts SME)	Jarratt Hogarth (Acting)
District Leader Training, Keirawarra	Annette Roberts
District Leader Training, Shoalhaven	vacant
District Leader Training, Southern Coast	vacant
District Leader Training, Southern Ranges	Linda Beaver
Subject Matter Expert (Scouts)	Hamish Ashman
Subject Matter Expert (Cub Scouts, OAS)	Deb Simms
Subject Matter Expert (Environment, Cub Scouts)	Alex McCarthy



# Youth Program

A group of youth are gathered around a campfire at night in a wooded area. The fire is bright and central, illuminating the scene. Several people are visible, some wearing red hooded sweatshirts. They are sitting on logs or stumps. The background is filled with tall pine trees under a dark sky. The overall atmosphere is warm and communal.

Adventurous, Fun, Challenging and Inclusive.





# One Program, One Journey

Fun  
Adventurous  
Challenging  
Inclusive

# Achievement Pathways

## Scout Method

The Scout Method has eight elements that support the development of young people.

The Scout Method is unique to Scouting and Scouting is unique because of this Method, and the way in which it educates and develops young people. The Method is the same across all Sections, providing for continuous development. Are all of these included in your Program?



## SPICES

Taken directly from the Purpose, the personal development areas of social, physical, intellectual, emotional and spiritual make up the fundamental basis of a person's character, making 6 areas all up! We refer to this as SPICES, which helps us remember the six areas.



## Challenge Areas

The Challenge Areas are the core of the program. They are four broad areas which all programs should include:

The Challenge Areas assist in developing great programs, and form part of the requirements for participation and achievement in each Section. Through a process of participation, each Scout can track their progress in the program.



## Program Essentials

### Introduction to Scouting

The Introduction to Scouting is the first element of the Achievement Pathways, and is completed at the start of a young person's journey in Scouting.

- Broadly, the new youth member will discuss the following with their peers, supported by adults:
  - The World Organization
  - What Scouting looks like at a global level
  - When Scouting commenced in Australia
  - The structure of Scouting in Australia
  - When the Group was established
  - The significance of the scarf
  - Other important Scouting symbols in the area
  - The Scout Method
  - SPICES
  - Key symbols, traditions and ceremonies
  - Patrol/Deputy
  - Personal progression, individual goals and achievement

### Introduction to Section

The Introduction to Section is the first component of the Achievement Pathways completed in each Section.

- Broadly, the youth member when meeting into the next Section will discuss the following with their peers, supported by adults:
  - How the Section operates
  - What is new in the Section from the previous one
  - The Patrol System and how it works in the Section
  - The opportunities and achievements
  - Record Keeping
  - The Symbolic Framework
  - The Promise and Law
  - The Unit Code

### Milestones (Participate/Assist/Lead)

Milestones are significant achievements within each section.

- Program Essentials are divided into a series of milestones. Each Milestone should take 5-12 months (except for Rover Scouts where it is expected to take 18 months to 2 years), and recognizes the active participation in the program and personal development that has occurred during that time. It should not be viewed as something extra to work on, but rather details what participating as a Scouting member looks like.
- There are two key elements to each Milestone in Program Essentials: Participating, assisting and leading in the four different Challenge Areas. Personal reflection at the completion of each milestone, reflecting on development through the SPICES, and understanding of the Promise & Law and inclusion of others.
- The exact requirements for each Milestone are inside the record book / digital system. Milestones are developmental, so later Milestones within each Section require more assisting and leading than earlier.

## Purpose of Scouting

The Purpose of Scouting provides the movement with a focus - it identifies the key elements that Scouting seeks to achieve through the experiences and program offered. The purpose of the Scout Movement is to contribute to the education of young people in achieving their full physical, intellectual, emotional, social and spiritual potential as individuals, as responsible citizens and as members of their local, national and international communities.

## Plan>Do>Review>

Plan>Do>Review> means better activities, more fun, and your Patrol and Unit getting to choose its own adventures, and to be involved in organizing them! Plan>Do>Review> helps ensure everyone has a fun and adventurous time in Scouting, and gets to learn something new.



## Unit Councils

Unit Councils meet regularly to create adventurous, youth led, adult supported programs.

- Unit Councils assist you to:
  1. Plan and Review the program
  2. Meet the personal progression needs of all members
  3. Delegate tasks
  4. Solve problems
  5. Create a program that is adventurous, fun, challenging and inclusive
  6. Provide input into the Section's program
  7. Encourage engagement with, and ownership of, the program
  8. Call the program your own

Adult Leaders are really important in their role of guidance and support as they work with Scouts to plan, do and review their program.

## Patrol System

The Scout movement began through the natural formation of small teams of youth. Across all Sections, we call these 'Patrols'.



## Adventurous Journey

Adventurous Journeys are exploration of the outdoors in a way that stretches or tests personal limits.

- Adventurous Journeys are:
  - An opportunity to explore
  - An opportunity to apply skills learned through the Achievement Pathways
  - An opportunity to demonstrate planning and leadership skills
  - An opportunity to stretch personal limits
  - A special journey completed as an outdoor adventure

- Example activities might include:
  - Bushwalking
  - Cycling
  - Kayaking
  - Canoeing
  - Ski touring
  - Sailing
- Adventurous Journeys will:
  - Vary in length and requirements for each Section
  - Fully satisfy some of the requirements for an Outdoor Adventure Skill
  - Involve planning, leading and reflecting

## Leadership/Personal Development Course

Leadership and personal development are an important part of growing as a person, and an important part of the Scout program.

- As a Scout, you will:
  - Learn personal and leadership skills
  - Become active citizens
  - Learn new ways of thinking or approaching
  - Confirm learning from experience
  - Share with peers
  - Reflect on individual leadership experience and development
- Courses may be:
  - Internal Section course
  - An extension course (e.g. Youth + Lead)
  - An external course (e.g. RYLA or RYPER)
- Courses will cover some or most of the following concepts:
  - Problem solving
  - Communication
  - Task management
  - Leadership
  - Planning
  - Community involvement

## Outdoor Adventure Skills

Outdoor Adventure Skills (OAS) are the link between adventurous activities experienced through the youth program

- Outdoor Adventure Skills:
  - Provide a progressive pathway to build skills
  - Enable access to basic skills for a range of activities
  - Provide opportunities to specialize
- Simply put:
  - The OAS are divided into 9 broad areas with 23 activity streams.
  - There are detailed requirements for each stage.
  - Once all requirements within a stage have been met, you will be awarded the badge for that stage.



## Special Interest Areas

Special Interest Areas are six broad skill areas that you may choose to explore.

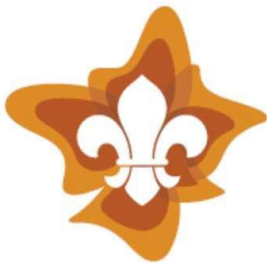


# One Program, One Journey

One developmental program

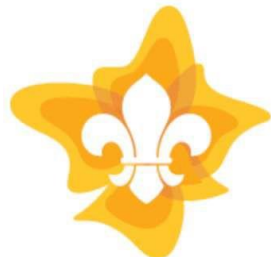
One continuous journey over five sections

Ages 5 to 25



## Joey Scouts

The program challenges Scouts to **discover** all kinds of new adventures.



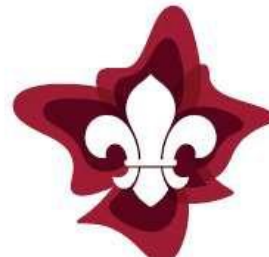
## Cub Scouts

Scouts **create their own paths**, finding adventure in not only the activity, but the challenge of leading the way.



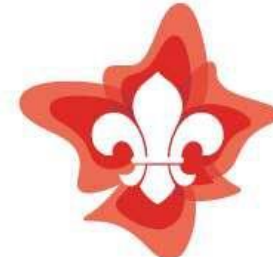
## Scouts

Scouts work as a Patrol to **explore the great unknown**. Every experience will involve a new challenge and Scouts will support each other on the way.



## Venturer Scouts

Scouts are challenged to **look wide** – to seek opportunities for adventure they may not have thought possible before.



## Rover Scouts

Scouts realise the Purpose of Scouting – becoming well-rounded individuals that go **beyond the horizon** to help create a better world.





# The Scout Method

The Scout Method has eight elements that support the development of young people.

The Scout Method is unique to Scouting and Scouting is unique because of this Method, and the way in which it educates and develops young people. The Method is the same across all Sections, providing for continuous development. Are all of these included in your Program?



## Community Involvement

Active exploration of an individual's commitment and responsibility to their community and the wider world.



## Personal Progression

A learning journey focused on challenging the individual to do their best through a range of experiences.



## Learning by Doing

Learning through practical experiences and activities.



## Promise and Law

Scouting values and ideals that underpin all activities and interactions.



## Nature and the Outdoors

The outdoors is the primary setting for learning and encourages a two-way relationship between the individual and the natural world.



## Symbolic Framework

A unifying structure of themes and symbols that facilitates the awareness and development of an individual's personal journey.



## Patrol System

A way to develop interpersonal and leadership skills through teamwork, responsibility and belonging.



## Youth Leading, Adults Supporting

A youth movement guided by adults, where youth are increasingly self-managing.



## SYMBOLIC FRAMEWORK



# One Program, One Journey

Fun

Adventurous

Challenging

Inclusive



**Joey Scouts**  
Discover Adventure



**Cub Scouts**  
Create the Path



**Scouts**  
Explore the Unknown



**Venturer Scouts**  
Look Wide



**Rover Scouts**  
Beyond the Horizon





# The Sections

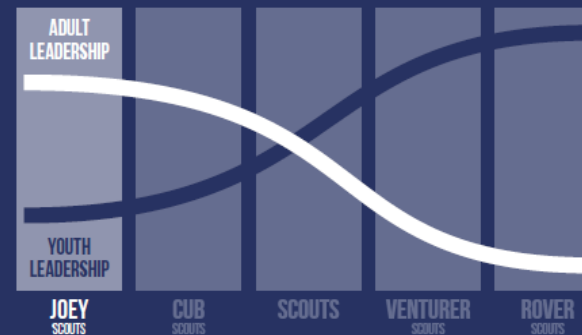
## Joey Scouts

Ages 5, 6 & 7

Joey Scouts ideally progress to Cub Scouts after their 8th birthday

This age group are:

- Discovering the world around them
- Developing friendships
- Experiencing greater interactive experiences
- Physically active
- Using broad imagination and play



### Discover Adventure

#### Joey Scouts in the new program:

- Discover what challenge means for them
- Explore the world around them
- Start to be active in the community
- Share new adventures with others
- Start to develop outdoor skills
- Discover what teamwork means
- Begin to learn how to lead activities
- Participate in a Unit Council, supported by adults

### The Patrol System

Four to seven members



The number of Joey Scouts within each Patrol should be kept as equal as possible.

Patrol membership is flexible and may change as required even as frequently as weekly



Leadership may change frequently, even between activities or on a week to week basis



**Joey  
Scouts**

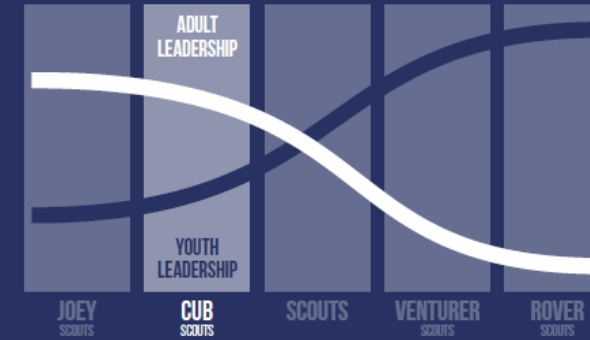
# Cub Scouts

Ages 8, 9 & 10

Cub Scouts ideally progress to the Scout section after their 11th birthday

This age group are:

- Creating their own paths
- Developing their sense of place
- Exploring the world around them
- Encountering new experiences
- Expanding perspectives
- Determining their own adventures
- Building upon friendships



## Create the Path

### Cub Scouts in the new program:

- Set their own challenges
- Lead some activities on their own
- Give back to their local community
- Become more confident in outdoor skills
- Assist in the running of their Unit Council
- Form long term Patrols
- Develop resilience when faced with challenge
- Talk about what's important to them

## The Patrol System



Four to Eight members



The number of Scouts within each Patrol should be kept as equal as possible

Some change in Patrol members will be experienced for logistical reasons, but generally they will remain the same



Led by a Patrol Leader, normally a more experienced Scout showing good leadership abilities. Patrol Leader is supported by 1-3 Assistant Patrol Leaders.



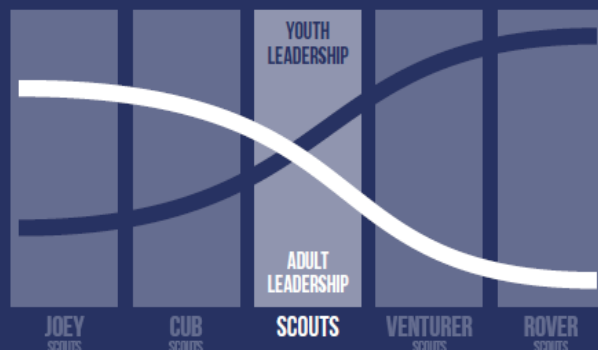
Patrol Leader

Assistant Patrol Leaders

Unit Leaders are the senior members of a Unit and have developed skills and experience from their time in the Unit. Unit Leaders do not sit within a regular patrol, but provide extra leadership for the Unit as a whole.



# Scouts



**Ages 11, 12, 13 & 14**

Scouts ideally progress to the Venturer Scout section before turning 15

**This age group are:**

- Experiencing big changes
- Exploring their changing sense of self
- Focusing more on peer networks
- Transitioning from Primary to Secondary School
- Finding new ways to express themselves
- Exploring and forming their personal identity

## Explore the Unknown Scouts in the new program:

- Take charge of their own expeditions
- Lead the Unit Council
- Develop more complex outdoor skills
- Support their local communities
- Start to be active in their national communities
- Form teams that last for life
- Build Project Patrols
- Develop their life perspective

## The Patrol System



Four to Eight members



The number of Scouts within each Patrol should be kept as equal as possible



Some change in Patrol members will be experienced for logistical reasons, but generally they will remain the same

Led by a Patrol Leader, normally a more experienced Scout showing good leadership abilities. Patrol Leader is supported by 1-3 Assistant Patrol Leaders.



Patrol Leader  
Assistant Patrol Leaders



Unit Leaders are the senior members of a Unit and have developed skills and experience from their time in the Unit. Unit Leaders do not sit within a regular patrol, but provide extra leadership for the Unit as a whole.

## Project Patrol

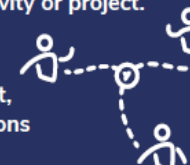
A Project Patrol is a temporary group formed for a specific camp, activity or project.



Has a Patrol Leader and 1-3 Asst. Patrol Leaders

Project Mentors (youth or adult) can help support and advise the Patrol on technical details

Can involve Scouts from outside the Unit, and from other sections



Project Patrols should:

- ✓ Be approved by Unit Council
- ✓ Have clear goals
- ✓ Use Plan>Do>Review>

Scouts can be in more than one Project Patrol at once



# Venturer Scouts

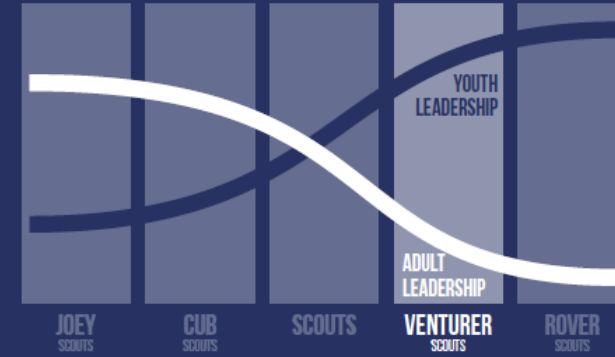
**Ages 15, 16 & 17\***

Scouts ideally progress to the Rover Scout section after turning 18.

\*Scouts who turn 18 during year 12 can wait to progress until they complete year 12

**This age group are:**

- Discovering and exploring independence
- Broadening their perspectives
- Securing their interests and priorities in life
- Relying strongly on peer support
- Taking on more responsibilities
- Seeking purpose, challenge and risk



## Look Wide

### Venturer Scouts in the new program:

- Take the lead in their Units
- Take on bigger challenges with Scouts from other Units, sections and non-Scouts
- Specialise in areas they're passionate about
- Mentor people with less experience
- Find new communities interstate and overseas
- Help make decisions at more levels of Scouting
- Discover more independence
- Discover their roles in the wider community
- Build resilience and find the meaning of courage in day to day life
- Discover the strength of their voice and stand up for what they believe

## The Patrol System

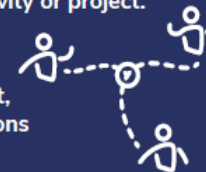
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Project Patrols should:

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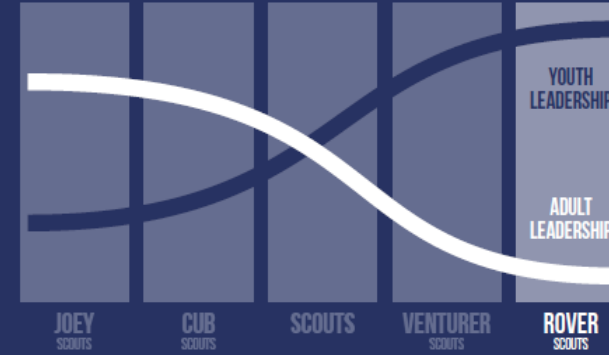
# Rover Scouts

## Ages 18–25

Rover Scouts will complete the program no later than their 26th birthday.

### This age group are:

- Experiencing new levels of independence
- Responsible for themselves and others
- Adapting to changing circumstances
- Specialising and expanding their interests
- Exploring global citizenship
- Adventuring beyond the horizon



## Beyond the Horizon

### Rover Scouts in the new program:

- Are completely autonomous in their Unit
- Overcome complex challenges
- Refine specialist skills across areas they're passionate about
- Build long term relationships as mentors and advisors
- Form the leadership of their section nationally
- Contribute to the leadership of Scouting in Australia
- Refine their global and personal perspectives
- Build personal strength in their voice, ideals and health
- Develop and support their local, national and international communities

## The Patrol System

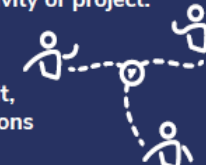
A Project Patrol is a temporary group formed for a specific camp, activity or project.



Has a Patrol Leader and 1–3 Asst. Patrol Leaders

Project Mentors (youth or adult) can help support and advise the Patrol on technical details

Can involve Scouts from outside the Unit, and from other sections



Project Patrols should:

- ✓ Be approved by Unit Council
- ✓ Have clear goals
- ✓ Use Plan>Do>Review>

Scouts can be in more than one Project Patrol at once





# POLICY

## Section Age Ranges



Issued with the authority of the Chief Commissioner  
and Chief Executive Officer of Scouts Australia NSW

Chief Commissioner signature		Chief Executive Officer signature	
Sponsor	DCC Youth Program		
Document type	Policy	Date of issue	28 January 2019
Document code & no.	POL35	Version number	1.0
Document title	Section Age Ranges	Due for review	1/4/2019

# Section Age Ranges

## 1 Executive Summary

- 1.1 This Policy describes the NSW Age Range Policies effective from the beginning of School Term 1, 2019. These Policies are based on those agreed to by the National Operations Committee (NOC) and published by Scouts Australia.
- 1.2 To enable ease of age range management across the Branch, Scout Groups in both the 'old' and 'new' Youth Programs are covered by the same Section Age Ranges Policy, in NSW.
- 1.3 For clarity, in NSW:
  - 1.3.1. the term '**eligible for school**' is defined as '*attending full time school*' or '*full-time home schooling*'. This is clearly to state that a young person must be in a 'K' (Kindergarten) year (or higher) on a full-time basis, five days a week.
  - 1.3.2. the term '**transition**' is defined as attending the next Section as part of their Scouting journey and become part of that Section.
- 1.4 **Program Management**
  - 1.4.1. Each Region Commissioner, District Commissioner (where designated), and Group Leader is responsible for managing the age ranges within their area of interest in accordance with this Policy – both initially and ongoing.
  - 1.4.2. Each Sectional Commissioner and Sectional Leader, along with their respective Section Councils, retain the rewarding and exciting challenge of a creative and challenging nightly and outdoors programs to provide the right opportunity for all their Youth Members to achieve their personal Scouting goals
- 1.5 There is a clear expectation that 'local rules' are not supported anywhere within NSW. If there is difficulty in implementing or managing this Policy at the local level, clarification should be sought from either the DCC Youth Program or DCC Program Transformation.

## 2 Joey Scouts

- 2.1 Young people become Joey Scouts by an investiture ceremony during which the Australian Scout Promise is made.
- 2.2 Before their investiture as a Joey Scout, young people are supported to read, understand and accept the Australian Scout Promise and Law in a developmentally appropriate way.



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They are supported to select the Promise they wish to make at their investiture ceremony.

- 2.3 The young person must have had their fifth (5<sup>th</sup>) birthday and be **eligible for school** prior to commencing in this Section. *Refer to paragraph 1.2 for definitions.*
- 2.4 Joey Scouts are supported to commence their transition to the Cub Scout Section at any time after their eighth (8<sup>th</sup>) birthday and will have completed their transition by their ninth (9<sup>th</sup>) birthday.
- 2.5 It is recognised some Joey Scouts with special circumstances may require additional considerations regarding age and their developmental levels. As these cases will be highly individual, this should occur in consultation with the Joey Scout's parents/guardians, the Group Council, and the Joey Scout where possible.

### 3 Cub Scouts

- 3.1 Young people become Cub Scouts by an investiture ceremony during which the Australian Scout Promise is made or reaffirmed.
- 3.2 Before their investiture as a Cub Scout, young people are supported to read, understand and accept the Australian Scout Promise and Law in a developmentally appropriate way. They are supported to select the Promise they wish to make at their investiture ceremony.
- 3.3 Age at commencing in the Cub Scout Section:
  - 3.3.1. A Joey Scout is expected to have had their eighth (8<sup>th</sup>) birthday prior to commencing in the Cub Scout Section.
  - 3.3.2. Some consideration can be offered to a new young person who has not yet had their 8<sup>th</sup> birthday joining Scouts to enable them to join at a younger age following careful consideration and consultation with the young person's parents/guardians, the Group Council, and the young person, where possible.
- 3.4 A Joey Scout who has transitioned to the Cub Scout Section will need to complete their 'Introduction to Section' (if in a New Youth Program Group) or retake their Promise after making sure they understand the Promise at their development level (if in an exiting Program Group).
- 3.5 Cub Scouts are supported to commence their transition to the Scout Section at any time after their eleventh (11<sup>th</sup>) birthday and will have completed their transition by their twelfth (12<sup>th</sup>) birthday
- 3.6 It is recognised some Cub Scouts with special circumstances may require additional considerations regarding age and their developmental levels. As these cases will be highly individual, this should occur in consultation with the Cub Scout's parents/guardians, the Group Council, and the Cub Scout, where possible.



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## 4 Scouts

- 4.1 Young people become Scouts by an investiture ceremony during which the Australian Scout Promise is made or reaffirmed.
- 4.2 Before their investiture as a Scout, young people are supported to read, understand and accept the Australian Scout Promise and Law in a developmentally appropriate way. They are supported to select the Promise they wish to make at their investiture ceremony.
- 4.3 Age at commencing in the Scout Section:
  - 4.3.1. A Cub Scout is expected to have their eleventh (11<sup>th</sup>) birthday prior to commencing in this Section.
  - 4.3.2. Some consideration can be offered to a new young person who has not yet had their 11<sup>th</sup> birthday joining Scouts to enable them to join at a younger age following careful consideration and consultation with the young person's parents/guardians, the Group Council, and the young person, where possible.
- 4.4 A Cub Scout who has transitioned to the Scout Section will need to complete their 'Introduction to Section' (if in a New Youth Program Group) or retake their Promise after making sure they understand the Promise at their developmental level (if in an existing Program Group).
- 4.5 Scouts are normally expected to commence their transition to the Venturer Scout Section at any time after their fourteenth (14<sup>th</sup>) birthday and will have completed their transition by their fifteenth (15<sup>th</sup>) birthday
- 4.6 It is recognised some Scouts with special circumstances may require additional considerations regarding age and their developmental levels. As these cases will be highly individual, this should occur in consultation with the Scout's parents/guardians, the Group Council, and the Scout, where possible.

## 5 Venturer Scouts

- 5.1 Young people become Venturer Scouts by an investiture ceremony during which the Australian Scout Promise is made or reaffirmed.
- 5.2 Before their investiture as a Venturer Scout, young people are supported to read, understand and accept the Australian Scout Promise and Law in a developmentally appropriate way. They are supported to select the Promise they wish to make at their investiture ceremony.
- 5.3 A Scout and new young people are expected to have their fourteenth (14<sup>th</sup>) birthday prior to commencing in the Venturer Section.
- 5.4 A Scout who has transitioned to the Venturer Scout Section will need to complete their 'Introduction to Section' (if in a New Youth Program Group) or retake their Promise after



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making sure they understand the Promise at their developmental level (if in an existing Program Group).

## 5.5 Age at leaving the Venturer Section:

5.5.1. Where a Venturer Scout has not yet completed the final year of their Senior Secondary Certificate of Education, and have had their eighteenth (18th) birthday, the Venturer Scout may elect (with the approval of the Unit Council), to stay in the Venturer Scout Section no later than December 31<sup>st</sup> of the final year of their Senior Secondary Certificate of Education.

5.5.1.1. A Venturer Scout wishing to stay in the Venturer Section in accordance with the preceding item, 5.5.1, the Venturer Scout needs to complete the requirements for membership of the NSW Branch for members who are 18 years old and over.

5.5.1.1.1. For details of NSW Branch requirements, please contact Member Services at State Office.

5.5.2. Otherwise Venturer Scouts, upon their 18th birthday, need to transition to the Rovers Scout Section, choose to become an adult leader, or leave the organisation.

5.6 It is recognised some Venturer Scouts with special circumstances may require additional considerations regarding age and their developmental levels. As these cases will be highly individual, this should occur in consultation with the Venturer Scout's parents/guardians, the Group Council, and the Venturer Scout, where possible

# 6 Rover Scouts

6.1 Young adults become Rover Scouts by an investiture ceremony during which the Australian Scout Promise is made or reaffirmed.

6.2 Before their investiture as a Rover Scout, young adults are supported to read, understand and accept the Australian Scout Promise and Law in a developmentally appropriate way, and undertake to commit to the Purpose, Principles and Methods of the Movement. A Rover Scout also needs to comply with the requirements of adult membership of the NSW Branch. They are supported to select the Promise they wish to make at their investiture ceremony.

6.2.1. For details of NSW Branch requirements, please contact Member Services at NSW State Office.

6.3 A Venturer Scout who has transitioned to the Rover Scout Section will need to complete their 'Introduction to Section' (if in a New Youth Program Group) or retake their Promise after making sure they understand the Promise at their developmental level (if in an existing Program Group).

6.4 Young adults must have had their eighteenth (18<sup>th</sup>) birthday prior to commencing in the Rover Scout Section.



Scouts Australia NSW

File name	Section Age Ranges Policy	page 5 of 6.
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- 6.5 Rover Scouts reach the end of the 'Scout Youth Program', and will leave the Rover Scout Section, no later than their twenty-sixth (26<sup>th</sup>) birthday. Rover Scouts leaving the Rover Scout Section are encouraged to further support Scouting by completing requirements to become an Adult Member or Supporter within Scouts NSW Branch.

6.5.1. For details of NSW Branch requirements, please contact Member Services at NSW State Office.

\*\*\* END OF AGE RANGE POLICY \*\*\*

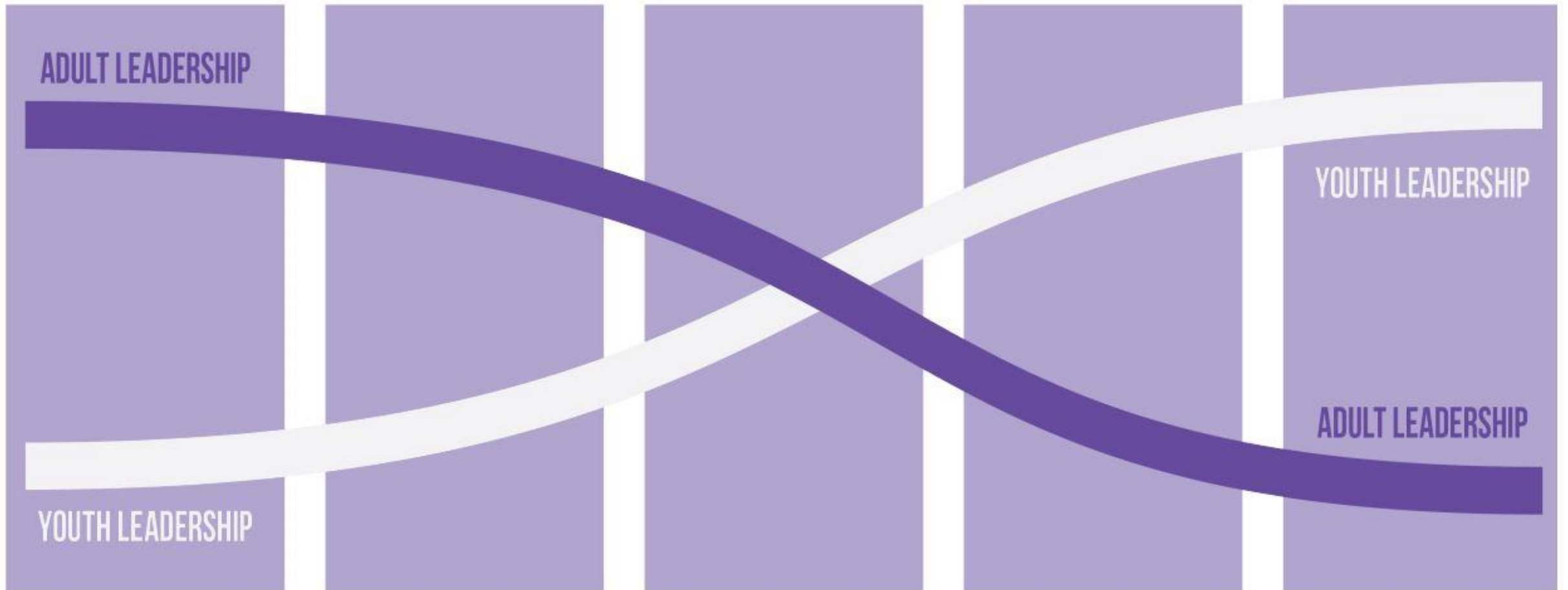


Scouts Australia NSW

File name	Section Age Ranges Policy	page 6 of 6.
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# Youth Leading, Adults Supporting



# Youth Leading, Adults Supporting



# Unit Councils

Unit Councils meet regularly to create adventurous, youth led, adult supported programs.

Unit Councils assist you to:

1. Plan and Review the program
2. Meet the personal progression needs of all members
3. Delegate tasks
4. Solve problems
5. Call the program your own
6. Create a program that is adventurous, fun, challenging and inclusive
7. Provide input into the Section's program
8. Encourage engagement with, and ownership of, the program

Adult Leaders are really important in their role of guidance and support as they work with Scouts to plan, do and review their program.

# Patrol System

The Scout movement began through the natural formation of small teams of youth. Across all Sections, we call these 'Patrols'.

Scouts working in Patrols is an important aspect of the Scout Method, providing a powerful learning environment, leadership opportunities, and the development of teamwork and communication skills.

A Patrol is a small team ideally:

Consisting of 4-10 Scouts

A range of ages and genders

Led by a Patrol Leader (PL).

Supported by 1 or 2 Assistant Patrol Leaders (APLs).



FOUR TO TEN MEMBERS



PATROL LEADER  
ASSISTANT PATROL LEADERS



THE NUMBER OF SCOUTS WITHIN EACH PATROL SHOULD BE KEPT AS EQUAL AS POSSIBLE

SOME CHANGE IN PATROL MEMBERS WILL BE EXPERIENCED FOR LOGISTICAL REASONS, BUT GENERALLY THEY WILL REMAIN THE SAME



UNIT LEADERS ARE THE SENIOR MEMBERS OF A UNIT AND HAVE DEVELOPED SKILLS AND EXPERIENCE FROM THEIR TIME IN THE UNIT. UNIT LEADERS DO NOT SIT WITHIN A REGULAR PATROL, BUT PROVIDE EXTRA LEADERSHIP FOR THE UNIT AS A WHOLE.

## Brief overview of the Patrol System:



**Joey  
Scouts**



**Cub  
Scouts**



**Scouts**



**Venturer  
Scouts**



**Rover  
Scouts**

<b>Patrol System</b>	Flexible & Rotating Leadership	Home Patrols	Home Patrols + Project Patrols	Project Patrols	Project Patrols
<b>Unit Leader</b>	-	Optional (Max 3)	Yes (Max 3)	Yes	Yes
<b>Patrol Leader</b>	Rotated regularly	Yes	Yes	Yes	Yes
<b>Assistant Patrol Leader</b>	-	Yes (1-3)	Yes (1-3)	Yes (1-3)	Yes (1-3)
<b>Patrol Size</b>	4-7	4-8	4-8	To suit the project	To suit the project
<b>Unit Council</b>	Whole Unit	Unit Leader, PLs & APLs	Unit Leader, PLs & APLs	Chosen by the Unit	Chosen by the Unit
<b>Project Patrols</b>	-		Project Patrols can be across sections & Units		
<b>Handbook Pages</b>	127-128	152-155	181-186	212-216	244-248

**Note:** This is only a short summary, please also refer to the Program Handbook for further important details.



# Unit Code

## Overview



The Unit Code is the shared understanding of behaviours and values for your Unit or section.

Each year, the Unit will review the Unit Code or maybe develop a new one.

### It is about:

- How we treat each other
- Respecting our environment
- Looking after possessions and property – both ours and everyone else's

## How do we make it?

### Plan>

- Identify when the previous Unit Code will be reviewed
- Identify an opportunity to gather the ideas from all Unit members – this may work better in small groups
- Make sure the leaders of each group knows what to do/what is expected of them

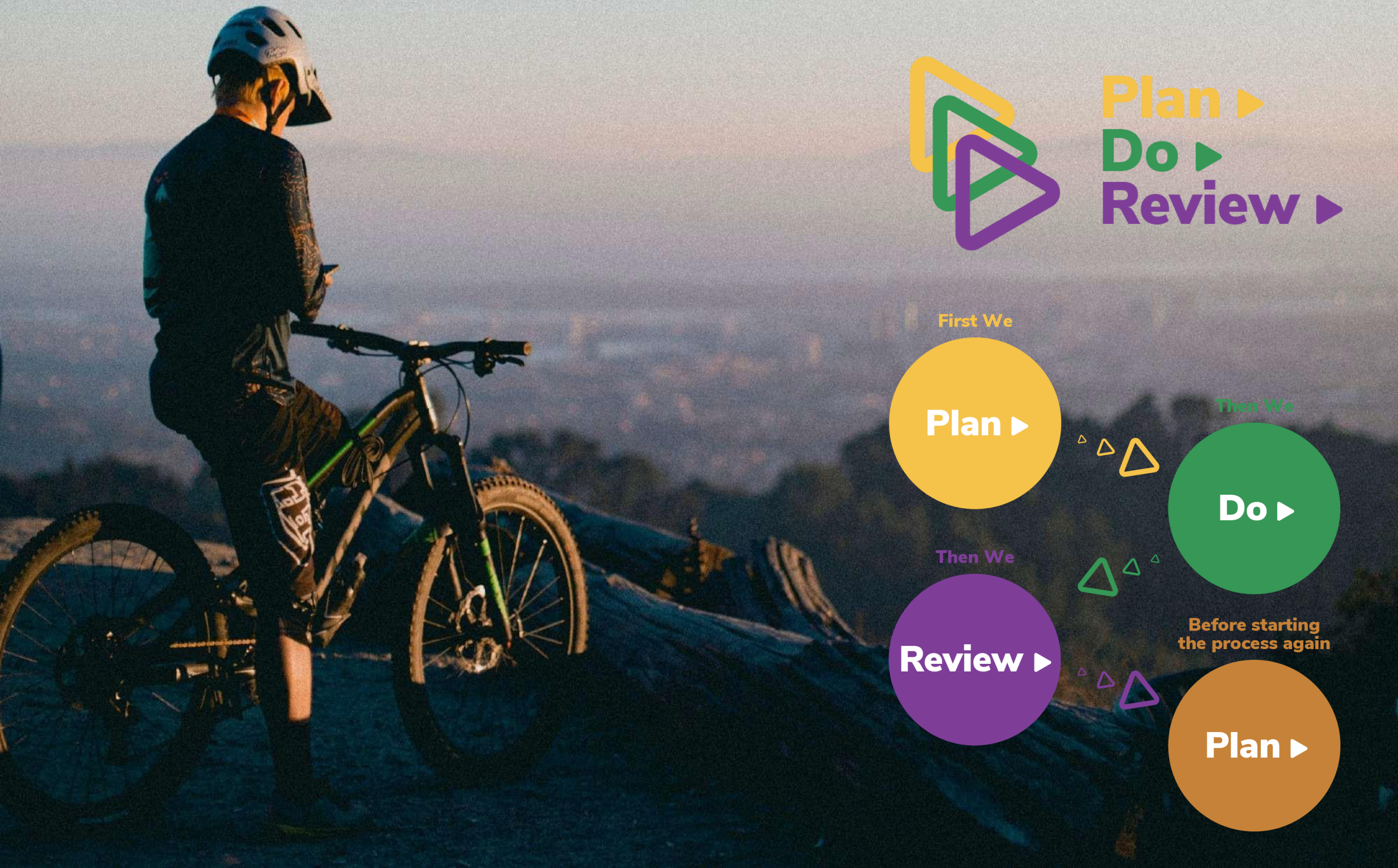
### Do>

- Meet in small groups to identify key things for inclusion
- Make sure everyone has the opportunity to input

### Review>

- Ensure the whole Unit are happy with what is included
- Have everyone sign the Unit Code
- Display your Unit Code
- Explain the Unit Code to new members





**Plan ▶**  
**Do ▶**  
**Review ▶**

First We

**Plan ▶**

Then We

**Do ▶**

Then We

**Review ▶**

Before starting  
the process again

**Plan ▶**



# Plan>Do>Review>

Plan>Do>Review> means better activities, more fun, and your Patrol and Unit getting to choose its own adventures, and to be involved in organising them! Plan>Do>Review> helps ensure everyone has a fun and adventurous time in Scouting, and gets to learn something new.

First We

**Plan ▶**

Then We

**Do ▶**

Then We

**Review ▶**

Before starting  
the process again

**Plan ▶**

## Plan>

- Decide what you're going to do
- Decide who's going to lead and who's going to do other jobs
- Work out what is needed
- Find out what skills you need
- Make some plans
- Use experts, like your Leaders, to help you

## Do>

- Ensure everyone is involved
- Test out new skills
- Follow your plan, but it's ok to change it if you need to
- Have fun
- Work as a team

## Review>

- At the end of an activity, take a moment to review it
- Ask good questions of each other
- What did you hear, see, notice and enjoy about your adventure?
- What didn't go to plan?
- What would you do differently next time?
- Talk about your achievements
- Thank everyone who participated



**Plan ▶**  
**Do ▶**  
**Review ▶**

Plan>Do>Review> looks different for each age section, so the role of youth and adults will vary.

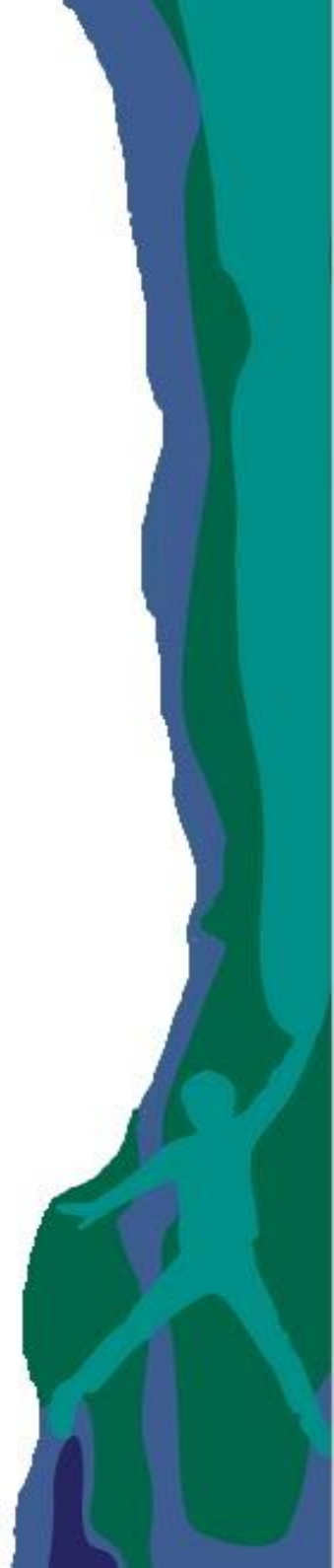


## Scouts

- Meet with patrols to develop program ideas
- Plan their individual progression
- Plan>Do>Review> games, activities, programs and camps
- Identify successes, challenges, enjoyment and development
- Ask open-ended questions to gain feedback

## Adults

- Encourage and support Scouts to achieve success
- Provide experience and knowledge
- Know when to step in to coach or guide
- Allow youth to give it a go
- Ensure risk assessments are completed
- Skill youth to successfully lead Plan>Do>Review>



# Challenge Areas

## Plan Unit Programs using the Challenge Areas...

The Challenge Areas are the core of the program. They are four broad areas which all sectional programming fit under.

The Challenge Areas assist in developing great programs, and form part of the requirements for participation and achievement in each Section. Through a process of participate-assist-lead, Scouts can track their progress in the program.

Our Challenge Areas are



**Community**



**Creative**



**Outdoor**



**Personal Growth**

They could be

Local  
National  
International

Supporting  
Knowledge  
Service

Unusual  
New  
Colourful

Bold  
Innovative  
Investigative

Fast  
High  
Wide

Slow  
Deep  
Safe

Individual  
Healthy  
Growing  
Resilience

Believing  
Commitment  
Understanding  
New skills

Health &  
Wellbeing  
Resilience  
Mental Health

Some ideas are

Getting out into  
community  
Engagement  
Involvement  
Projects &  
Partnerships

Visits  
Volunteering  
Diversity &  
Inclusion  
Environment  
Active Citizenship

Expression  
Arts  
Making  
Creating

Inventing  
Designing  
Planning

Environment  
Camping  
Time in Nature

Water activities  
Adventurous  
Activities  
Journeys

Beliefs & Values  
Social Justice  
Skills  
Interests





We create our programs using ALL four Challenge Areas. We use them at the Plan> stage.



Activities that don't fit into the Challenge Areas should only take up a very small part of the program. We must also consider how we are incorporating ALL areas of the Scout Method & Plan>Do>Review>

**Program Cycle:** The Unit Program is structured around a series of activities called a program cycle. Each program cycle lasts for an identified period of time, and may be tied to a school term, a time period (such as 2-3 months), or a focus on a particular goal, such as a major camp or adventure.

## The Scout Method



## The 6-Step in the Program Cycle:

1. Reviewing (using Patrols)
2. Gathering external information
3. Coming up with new ideas (using Patrols)
4. Program planning (Unit Council)
5. Monitor the Program (Unit Council)
6. Ongoing Review (Unit Council)



# SPICES in Action!

Review Unit Programs  
using SPICES...



## Social Development

- Becoming aware
- Interacting with others
- Developing relationships and networks



## Character Development

- Developing identity
- Showing autonomy
- Demonstrating commitment



## Physical Development

- Being healthy and fit
- Being adventurous



## Emotional Development

- Being emotionally aware
- Expressing one's feelings
- Showing respect



## Intellectual Development

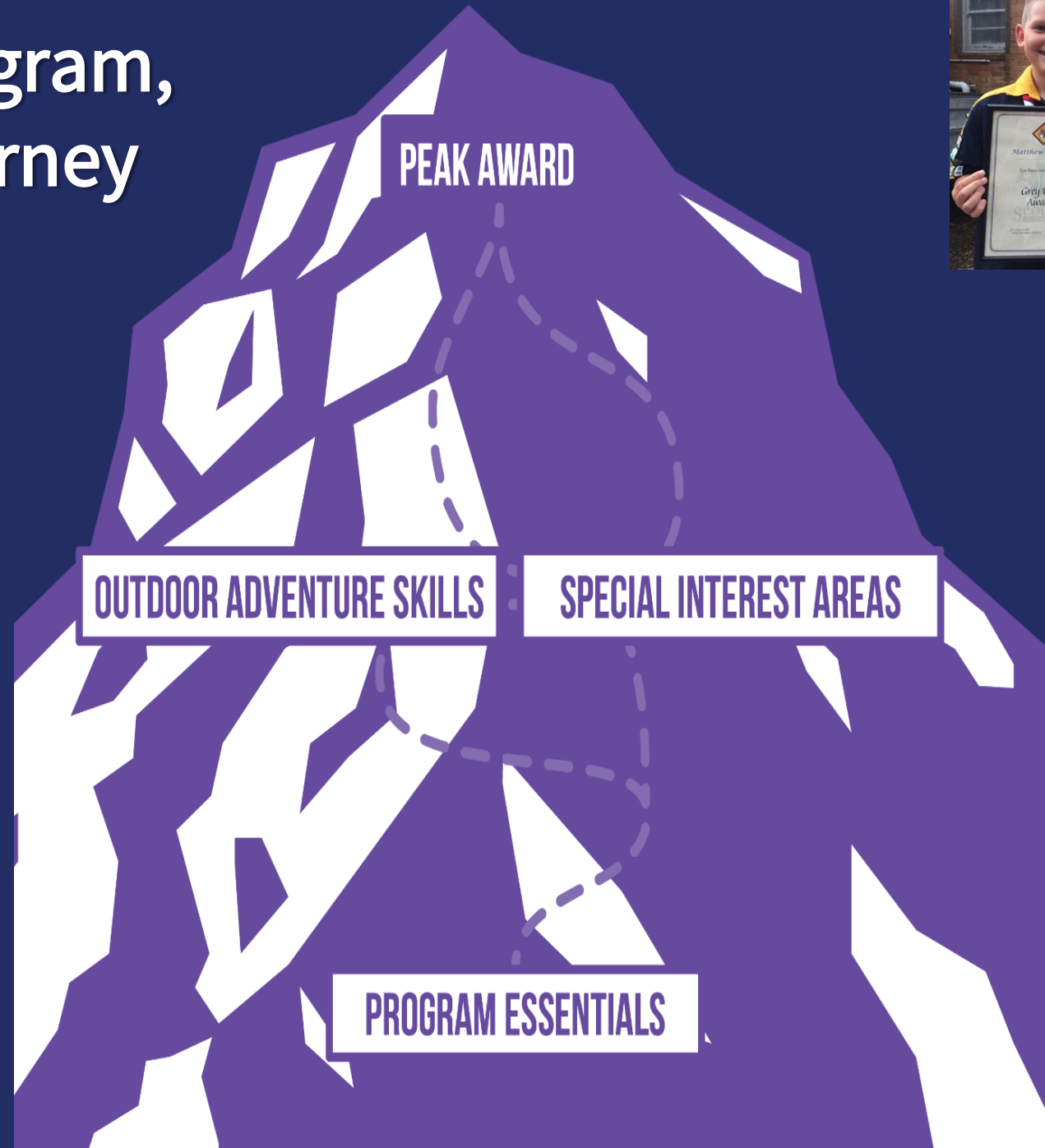
- Acquiring new information
- Showing initiative
- Being adaptable
- Planning and reviewing



## Spiritual Development

- Exploring beliefs
- Stopping for reflection
- Respect for others
- Being thankful

# One Program, One Journey





# Your Scouting Journey, Your Achievement Pathway



**Joey Scouts**

Discover  
Adventure



**Cub Scouts**

Create  
the Path



**Scouts**

Explore the  
Unknown



**Venturer Scouts**

Look Wide



**Rover Scouts**

Beyond  
the Horizon

## Program Essentials - Milestones (Participate/Assist/Lead)

Milestone One    Milestone Two    Milestone Three



Milestones are significant achievements within each Section and recognises a Scout's active participation in the program and personal development that has occurred during that time.

There are two key elements to each Milestone:

1. Participating, assisting and leading in the four different Challenge Areas-related activities.
2. Personal reflection on development through the SPICES, and understanding of the Promise and Law and inclusion of others.

## Program Essentials - Introduction to Scouting

The first element of the Achievement Pathways completed at the start of a young person's journey in Scouting.

The new youth member will discuss the core elements of Scouting such as its history, structure and fundamentals with their peers.



## Introduction to Scouting

## Introduction to Section

## Program Essentials - Introduction to Section

The first component of the Achievement Pathways completed in each Section.

When moving into the next Section, the youth member will discuss the following with their peers:

- How the Section operates and how it differs from their current Section.
- How the Patrol System works.
- Record keeping
- The symbolic framework.
- The Scout Promise, Scout Law and Unit Code.



## Special Interest Areas (For release July 2021)

Special Interest Areas are tailored to an individual's own interests and require a Scout to set their own goals for an area of interest. Key considerations include:

- The Scout's existing level of knowledge, what they are interested in pursuing or learning about.
- The challenges are set by using Plan>Do>Review> all within a set time frame.
- Whilst the intention for Special Interest Areas is to enable Scouts to pursue topics or activities that specifically interest them, work may be completed individually, in Patrols or as a whole Section.
- No matter how the goals are being pursued, it should continue to be about an individual doing their best.



## Milestones (Participate/Assist/Lead)

## Outdoor Adventure Skills

## Outdoor Adventure Skills (For release July 2021)

Outdoor Adventure Skills (OAS) are the link between adventurous activities experienced through the youth program, they provide:

- A progressive pathway to access and build skills for a range of activity streams and areas.
- There are detailed requirements for each stage. Once all requirements within a stage have been assessed by a qualified person, a Scout will be presented with the badge for that stage.

## Core Areas



**BUSHCRAFT**  
PIONEERING, SURVIVAL SKILLS



**BUSHWALKING**



**CAMPING**

## Specialist Areas



**AQUATIC**  
RESCUE, SNORKELING, SCUBA, SURFING



**ALPINE**  
CROSS COUNTRY SKIING,  
SNOW SHOEING, SNOW CAMPING



**BOATING**  
SAILING, WINDSURFING



**CYCLING**  
CYCLE TOURING, MOUNTAIN BIKING



**PADDLING**  
CANOEING, KAYAKING,  
SEA KAYAKING, RAFTING



**VERTICAL**  
ABSEILING, CAVING,  
CANYONING, CLIMBING



## Joey Scout Challenge Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Personal Reflection



## Grey Wolf Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection



## Australian Scout Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection



## Queen's Scout Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection



## Baden-Powell Scout Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection

## Peak Award

The Peak Award for each Section represents the highest level of achievement across all fields of personal progression.

Each Section has their own Peak Award, and a range of requirements for each one.

It is designed for individual Scouts who want to give a whole range of things a try and to experience a high number of personal challenges.

## Leadership/Personal Development Course

## Personal Reflection

## Peak Award

## Peak Award - Adventurous Journey

Adventurous journeys are completed as an outdoor adventure, an opportunity to explore, apply skills learned through the Achievement Pathways and demonstrate planning and leadership skills.

## Peak Award - Leadership/Personal Development Course

Leadership and personal development are an important part of growing as a person, and an important part of the Scout program.

Courses may be an internal:

- Section course, an extension course (e.g. You + Lead) or an external course (e.g. RYLA or RYPEN)

Courses will cover some or most of the following concepts:

- Problem solving and communication
- Task management and leadership
- Leadership, planning and community involvement



# Program Essentials

## Badges

### Introduction to Scouting



### Introduction to Section



### Milestone 1



### Milestone 2



### Milestone 3





# Introduction to Scouting & Introduction to Section

The Introduction to Scouting needs to be completed when you join the Movement for the first time or when you join Scouting again after having a break.

**These requirements should be covered through discussions with your Patrol Leader or adult Leader.**

- The World Organisation
- Scouting in Australia
- Our Scout Group
- The Scout Method
- SPICES
- Australian Scout Promise and Law
- Symbols, Traditions and Ceremonies
- Plan>Do>Review>
- Personal Progression
- Introduction to Section
- Investiture



The Introduction to Section is to be completed when you first join a Unit, either by transitioning from the previous Section or when you first join the Movement.

**These requirements should be covered through discussions with your Patrol Leader & Unit.**

- How the Section operates
- What is new in this section, compared to the previous section
- The Patrol System
- Adventures, achievements, and interests
- Record keeping
- The Symbolic Framework
- The Australian Scout Promise and Law
- The Unit Code



# Milestones



## Milestone 1

- 6 Participates from each Challenge Area
- 2 Assists across at least 2 Challenge Areas
- 1 Lead across any Challenge Area



## Milestone 2

- 5 Participates from each Challenge Area
- 3 Assists across at least 2 Challenge Areas
- 2 Leads across any Challenge Area



## Milestone 3

- 4 Participates from each Challenge Area
- 4 Assists across at least 2 Challenge Areas
- 4 Leads across any Challenge Area

A personal reflection should occur at the end of each Milestone, before a Scout is awarded the relevant Milestone badge.

**Milestone Requirements**  
(No. of Activities /  
Challenges)



	Milestone 1	Milestone 2	Milestone 3
<b>Participate<sup>^</sup></b>	<b>24 Activities</b> (6 from each Challenge Area)	<b>20 Activities</b> (5 from each Challenge Area)	<b>16 Activities</b> (4 from each Challenge Area)
<b>Assist</b>	<b>2 Activities</b> (over at least 2 Challenge Areas)	<b>3 Activities</b> (over at least 2 Challenge Areas)	<b>4 Activities</b> (over at least 2 Challenge Areas)
<b>Lead</b>	<b>1 Activity</b> (from any Challenge Area)	<b>2 Activities</b> (from any Challenge Area)	<b>4 Activities</b> (from any Challenge Area)
<b>Personal Reflection</b>	Completed at the end	Completed at the end	Completed at the end
<b>Generally completed during:*</b>	1 <sup>st</sup> third of time in the section	2 <sup>nd</sup> third of time in the section	Final third of time in the section
<b>Total</b>	<b>27 Activities</b>	<b>25 Activities</b>	<b>24 Activities</b>

<sup>^</sup>Participates can be counted towards the next Milestone before the pervious Milestone is completed but Assists & Leads cannot.

\*Scouts should not skip a Milestone. Scouts who start part-way through a section can start at the appropriate Milestone that is based on time remaining in the section (refer to page 79 of Handbook for more details).

**Handbook Pages:** Overview (79-80); Joeys (130-131), Cubs (150-159); Scouts (188-189); Venturers (220-221); Rovers (252-253)



# Milestone 1, 2 or 3?

## Where does a NEW Scout start?

### Start at Milestone 1, if a:

- Scout transitions into the section from the section below
- Scout joins the section **less than 1/3** way through its length

### Start at Milestone 2, if a:

- Scout commences in the section **between 1/3 and 2/3** through a section's length

### Start at Milestone 3, if a:

- Scout commences in the section in the **final 1/3** of the section's length.

A Scout might choose to do more assisting and leading, if they wish to mark off fewer participants.



# Outdoor Adventure Skills (OAS)



## Core Skill Areas:



### **Bushcraft -**

Pioneering, Survival Skills



### **Bushwalking**



### **Camping**

## Specialist Skill Areas:



### **Alpine –**

Cross Country Skiing, Downhill Skiing, Snow Boarding, Snow Shoeing, Snow Camping



**Aquatics –** Lifesaving, Swiftwater Safety, Surfing, Snorkelling, Scuba Diving,



### **Boating –**

Sailing, Windsurfing



**Cycling –** Cycle Touring, Mountain Biking



**Paddling -** Canoeing, Kayaking, Sea Kayaking, Rafting, Whitewater



**Vertical -** Abseiling, Caving, Canyoning, Climbing

Each skill area is split in to 9 stages with earliest stages being basic skill development  
Specialised streams commence at Stage 4 with some further streams at Stage 7

# Achievement Pathways

## Outdoor Adventure Skills

### Core Areas

There are three core areas in Outdoor Adventure Skills: Bushcraft, Bushwalking and Camping.



Bushcraft



Bushwalking



Camping

These are key Scouting Skills that most Scouts will have the opportunity to complete. Bushcraft allows you to split off into specialist areas, or 'streams' when you progress to later stages.

### Specialist Areas

#### Land Based Skills

Some of the Outdoor Adventure Skills specialist areas might be more common in different locations. There are 3 land-based specialist areas.



Alpine



Cycling



Vertical

The streams to be found in each area are:

#### Alpine

Cross-country skiing, Downhill skiing, Snowboarding, Snow-camping and Snow-shoeing

#### Cycling

Cycle Touring, Mountain Biking

#### Vertical

Abseiling, Canyoning, Caving, Climbing

These Outdoor Adventure Skill areas allow you to split off into specialist areas, or 'streams' when you progress to later stages.

## Specialist Areas

### Water Based Skills

Some of the Outdoor Adventure Skills specialist areas might be more common in different locations. There are 3 water-based specialist areas.



Aquatics



Boating



Paddling

### The streams to be found in each area are:

#### Aquatics

Snorkelling, Scuba Diving, Lifesaving, Swiftwater Safety, Surfing

#### Boating

Sailing, Windsurfing

#### Paddling

Canoeing, Kayaking, Sea Kayaking, White Water Canoeing, White Water Kayaking, White Water Rafting

These Outdoor Adventure Skill areas allow you to split off into specialist areas, or 'streams' when you progress to later stages.

### Outdoor Adventure Skills important concepts:

- Focus on developing personal skills
- Human or nature powered
- Some split into specialisation streams in higher stages
- Involve significant interaction with the natural world
- Lead to extended journeys and expeditions
- Can contribute to your Peak Award in any section
- Could involve partnerships with other organisations
- Involve peer assessment through the "2-down" approach (e.g., Stage 4 can assist Stage 2)
- Are for all youth members in Scouting! (but not for adults other than Rover Scouts!)

Joey Scouts from the ACT had "the best day ever" tobogganing, making snowmen, snow angels, snowballs and having plenty of snow fights. Each Joey was able to demonstrate the skills to earn Alpine Stage 1.









Stage 7 Aquatics – Scuba Diving has been achieved with dive trips off Jervis Bay and the Queensland Coast. Next up, Vanuatu!

# Outdoor Adventure Skills Progressions

Core

Land

Water

Stage	1	2	3	Stage 4 Streaming	4	5	6	Stage 7 Streaming	7	8	9
 Bushcraft				Pioneering							
				Survival skills							
 Bushwalking											
 Camping											
 Alpine				Cross Country Skiing							
				Snow Camping and Hiking							
				Downhill Skiing							
				Snowboarding							
 Aquatics				Surf Life-Saving				Swift Water Rescue			
				Snorkelling				Scuba			
				Surfing							
 Boating				Sailing							
				Windsurfing							
 Cycling				Cycle Touring							
				Mountain Biking							
 Paddling				Canoeing				White Water Canoeing			
				Kayaking				White Water Rafting			
				Sea Kayaking				White Water Kayaking			
 Vertical				Abseiling							
				Canyoning							
				Caving							
				Climbing							



# Special Interest Areas (SIA)



Adventure  
& Sport



Arts &  
Literature



Creating a  
Better World



Environment



Growth &  
Development



STEM &  
Innovation

# Special Interest Areas

Special Interest Areas are six broad skill areas that you may choose to explore.

Special Interest Areas are tailored to an individuals' own interests, and require you to set your own goals for the area you are pursuing or looking to complete a project in. The challenges are set by you using Plan>Do>Review>, all within a set time frame.

- Self set goals.
- Take into account your existing level of knowledge, what you are interested in pursuing or learning about.
- The Plan section will cover how you will develop your new skills.
- The Do section will be where you try out your new skills
- The Review section you will consider what you learnt and how it could be improved upon next time.
- Whilst the intention for Special Interest Areas is to enable you to pursue topics or activities that specifically interest you, work may be completed individually, in patrols or as a whole section.
- No matter how the goals are being pursued, it should continue to be about an individual doing their best.



## ADVENTURE & SPORT

They could be

Exploring	Chasing	Daring
Moving	Adventuring	Personal
Exciting	Growing	Challenging
Searching	Spiritual	



## ARTS & LITERATURE

Creating	Drawing	Directing
Crafting	Designing	Performing
Investigating	Making	Thinking



## CREATING A BETTER WORLD

Taking action	Talking	Teaching
Supporting	Sharing	Inspiring
Constructing	Community based	Building



## ENVIRONMENT

Caring	Watching	Citizen science
Experimenting	Growing	Looking after
Monitoring	Taking action	Planting



## GROWTH & DEVELOPMENT

Wellbeing	Relationships	Caring & sharing
Health	Exploring	Personal skills
Discussing	Traveling	Leadership



## STEM & INNOVATION

Designing	Modelling	Researching
Creating	Inventing	Thinking outside the box
Problem Solving	Discovering	
	Building	



# Achievement Pathways

## Special Interest Areas

Think of something you've always wanted to achieve...

The Special Interest Areas are your chance to do just that!

There are 6 different areas and some resources to help you think of what to do.



Adventure  
& Sport



Arts &  
Literature



Creating a  
Better World



Environment



Growth &  
Development



STEM &  
Innovation

Special Interest Areas can be done individually, or as a Patrol - everyone needs to have their own goals and the standard is their best!

## The steps

1. Come up with a goal that will make up your project.
2. Plan> your project
3. Do> your project
4. Review> your project

If you're doing your Peak Award, you'll do a number of Special Interest Areas!



## Environment

Projects might be about...

For and in the environment	Behaviour change
Caring	Citizen science
Taking action	Minimal impact
Experimenting	Sustainability
Monitoring	Advocacy

Some ideas are...

Clean water & clean air	Lead a sustainability campaign in your school community
Habitat & species	Volunteer with an environmental group researching native animal populations
Pollution & litter	World Scout Environment Badge
Environmentally-friendly practices	Clean Up Australia Day
Environmental hazards & natural disasters	
Climate change	
Ecological resilience	



## STEM & Innovation

Projects might be about...

Designing	Finding
Building	Innovating
Problem solving	Modelling
Experimenting	Inventing
Investigating	Thinking outside the box

Some ideas are...

Designing / building gadgets	geography, physics, ecology, sociology
Experiments	Engineering
Tournament of Minds	Research
IT, apps, programming, robotics	Entrepreneurial
Geology, biology, chemistry,	Design a website
	Invent a gadget to solve a problem in your home



## Growth & Development

Projects might be about...

Wellbeing	Relationships
Interests	Developing
Caring	Recognising
Understanding	Ethics

Some ideas are...

Mental Health	Professional skills, eg. negotiation, interpersonal relationships, project management
First Aid	
Volunteering	Emotional intelligence
Other religions / cultures	Ideals
Careers	Take up a course in mindfulness
Charity	
Fitness	
Debating	
Languages	





## Creating a Better World

Projects might be about...

Taking action	Engaging
Changing	Community
Impacting	Networking
Collaborating	Global
Making a difference	Social justice

Some ideas are...

Volunteering & charity  
Learn about the experience of refugees  
Relay for Life  
Festivals/fetes/carnivals/markets  
Local, national, global  
Citizen science  
World Scout Environment Badge  
Scouts of the World  
Messengers of Peace



## Adventure & Sport

Projects might be about...

Exploring	Physical
Moving	Developing skills
Challenging	Emotional
Taking risks	Spiritual
Growing	Exciting

Some ideas are...

Expeditions	Cycling	Training
Individual sports	Paddling	Ballooning
	Flying	Sailing
Team sports	Swimming	Riding
Journeys	Skiing	Skating
Walking	Climbing	



## Arts & Literature

Projects might be about...

Creating	Creative
Investigating	Performing
Appreciating	Producing
Crafting	Directing
Designing	Expressing

Some ideas are...

Gang shows	Debating
Instruments & voice	Photography
Art work	Performing arts
Creative writing	Short films

# SUSTAINABLE DEVELOPMENT GOALS

**1** NO POVERTY



**2** ZERO HUNGER



**3** GOOD HEALTH AND WELL-BEING



**4** QUALITY EDUCATION



**5** GENDER EQUALITY



**6** CLEAN WATER AND SANITATION



**7** AFFORDABLE AND CLEAN ENERGY



**8** DECENT WORK AND ECONOMIC GROWTH



**9** INDUSTRY, INNOVATION AND INFRASTRUCTURE



**10** REDUCED INEQUALITIES



**11** SUSTAINABLE CITIES AND COMMUNITIES



**12** RESPONSIBLE CONSUMPTION AND PRODUCTION



**13** CLIMATE ACTION



**14** LIFE BELOW WATER



**15** LIFE ON LAND



**16** PEACE, JUSTICE AND STRONG INSTITUTIONS



**17** PARTNERSHIPS FOR THE GOALS



[www.sdgscout.org](http://www.sdgscout.org)

## What are the 17 Sustainable Development Goals?





# Peak Award

## Achievement Pathways



# Adventurous Journey

Adventurous journeys are exploration of the outdoors in a way that stretches or tests personal limits.

Adventurous journeys are:

- An opportunity to explore
- An opportunity to apply skills learned through the Achievement Pathways
- An opportunity to demonstrate planning and leadership skills
- An opportunity to stretch personal limits
- A special journey completed as an outdoor adventure

Example activities might include:

- Bushwalking
- Cycling
- Kayaking
- Canoeing
- Ski touring
- Sailing

Adventurous journeys will:

- Vary in length and requirements for each Section
- Likely satisfy some of the requirements for an Outdoor Adventure Skill
- Involve planning, leading and reviewing





# Peak Award Achievement Pathways



# Leadership/Personal Development Course

Leadership and personal development are an important part of growing as a person, and an important part of the Scout program.

Assists Scouts to:

- Learn personal and leadership skills
- Become active citizens
- Learn new ways of thinking or approaches
- Confirm learning from experiences
- Share with peers
- Reflect on individual leadership experiences and development

Courses may be:

- Internal Section course
- An extension course (e.g. You + Lead)
- An external course (e.g. RYLA or RYPEN)

Courses will cover some or most of the following concepts:

- Problem solving
- Communication
- Task management
- Leadership
- Planning
- Community involvement



# Peak Award Achievement Pathways



# Personal Reflection

Personal reflection involves taking time to look back on the past and analyse goals, achievements, development and learning.

The Personal Reflection is:

- The final component in the Peak Award
- An opportunity to consider:
  - › Time in Section
  - › What has been learned
  - › Achievement of goals
- Reflect on development
  - › What was enjoyable
  - › What was challenging
- Key milestones
- Key decisions
- Activities completed
- Contribution to creating a better world





# Peak Award Achievement Pathways



## Peak Award



### Joey Scout Challenge Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Personal Reflection



### Grey Wolf Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection



### Australian Scout Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection



### Queen's Scout Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection



### Baden-Powell Scout Award

- Milestone 3
- Outdoor Adventure Skills
- Special Interest Areas
- Adventurous Journey
- Leadership/ Personal Development Course
- Personal Reflection

## Peak Award

The Peak Award for each Section represents the highest level of achievement across all fields of personal progression.

Each Section has their own Peak Award, and a range of requirements for each one.

It is designed for individual Scouts who want to give a whole range of things a try and to experience a high number of personal challenges.



## Joey Scout Challenge Award

Personal Reflection

Complete Stage 1 in the 3 Core Outdoor Adventure Skills (Bushcraft, Bushwalking and Camping) Specialist Optional

Participate in a 3hr journey

Adventurous Journey

### Outdoor Adventure Skills

Core Complete All			
Specialist Optional			
			

### Special Interest Areas



Complete 6 activities across at least two areas 2hrs duration each

### Program Essentials

Milestone 1



Milestone 2



Milestone 3



Complete Milestone 3



Introduction to Joey Scout Section



Introduction to Scouting



## Grey Wolf Award

Personal Reflection

At least 1 day duration

Personal Development or Unit Management Course

Lead a 4hr journey

Adventurous Journey

Complete Stage 3 in the 3 Core Outdoor Adventure Skills, and 8 progressions in total. (Includes Core)

### Outdoor Adventure Skills

Core Complete All			
Specialist Optional			
			

### Special Interest Areas



Complete 6 activities across at least two areas 4hrs duration each

### Program Essentials

Milestone 1



Milestone 2



Milestone 3



Complete Milestone 3



Introduction to Cub Scout Section



Introduction to Scouting





## Australian Scout Award

### Personal Reflection

At least a weekend in duration

### Personal Development or Unit Management Course

### Adventurous Journey

Plan and lead a 3 day, 2 night Journey

Complete Stage 5 in the 3 Core Outdoor Adventure Skills, and 10 progressions in total. (Includes Core)

#### Outdoor Adventure Skills

Core Complete All			
Specialist Optional			

#### Special Interest Areas



Complete 6 projects across at least three areas 8hrs duration each

#### Program Essentials

Complete Milestone 3

##### Milestone 1



##### Milestone 2



##### Milestone 3



Introduction to Scout Section



Introduction to Scouting



## Queen's Scout Award

### Personal Reflection

Include at least one member not from the "home" Unit

At least a weekend in duration

### Personal Development or Unit Management Course

### Adventurous Journey

Plan and lead a 4 day, 3 night Journey

Complete Stage 5 in the 3 Core Outdoor Adventure Skills, and 12 progressions in total. (Includes Core) 4 of which are at stage four or higher

#### Outdoor Adventure Skills

Core Complete All			
Specialist Optional			

#### Special Interest Areas



Complete 6 projects across at least three areas 12hrs duration each

#### Program Essentials

Complete Milestone 3

##### Milestone 1



##### Milestone 2



##### Milestone 3



Introduction to Venturer Scout Section



Introduction to Scouting



## Baden-Powell Scout Award

Include at least 3 Rover Scouts, two of whom must not be a member of the same Rover Scout Unit

### Personal Reflection

At least 30 hours in duration

### Personal Development or Unit Management Course

Complete Stage 5 in the 3 Core Outdoor Adventure Skills, and 14 progressions in total. (Includes Core) 6 of which are at stage four or higher

### Adventurous Journey

Plan and lead a 4 day, 3 night Journey

### Outdoor Adventure Skills

Core Complete All			
Specialist Optional			

### Special Interest Areas



Complete 6 projects across at least four areas 18hrs duration each

### Program Essentials

#### Milestone 1



#### Milestone 2



#### Milestone 3



Complete Milestone 3



Introduction to Rover Scout Section



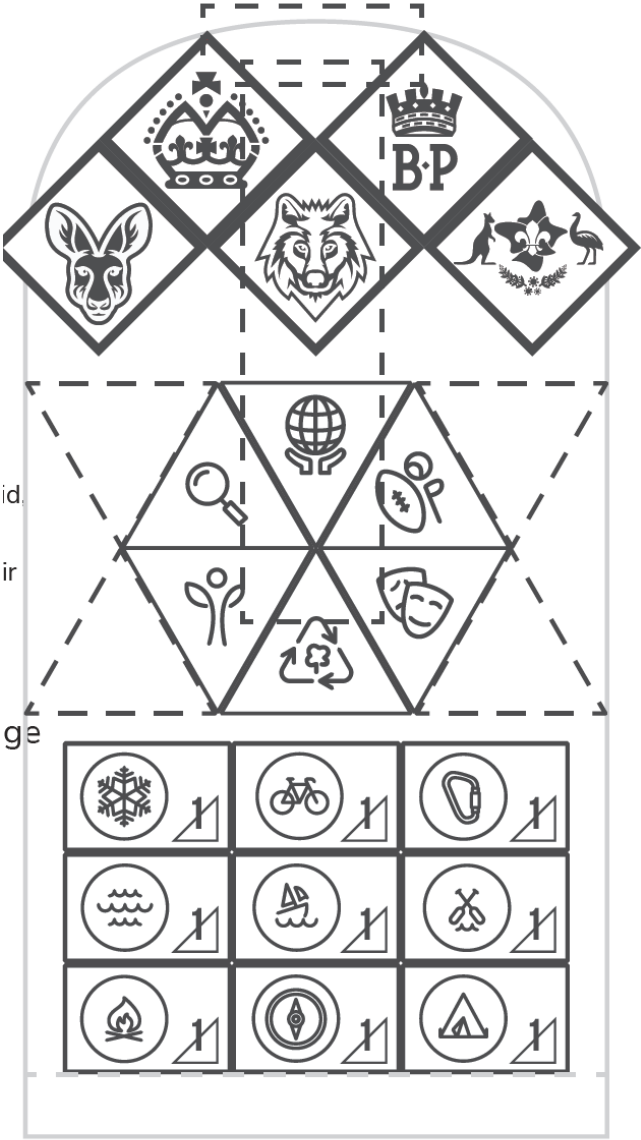
Introduction to Scouting



Peak Awards Summary	Joey Scout Challenge Award	Grey Wolf Award	Australian Scout Award	Queen’s Scout Award	Baden-Powell Scout Award
Intro to Scouting	✓	✓	✓	✓	✓
Intro to Section	✓	✓	✓	✓	✓
Program Essentials	Milestone 3	Milestone 3	Milestone 3	Milestone 3	Milestone 3
Outdoor Adventure Skills	Core – Stage 1	Core – Stage 3 8 stage progressions	Core – Stage 5 10 stage progressions	Core – Stage 5 12 stage progressions	Core – Stage 5 14 stage progressions
Special Interest Areas	6 activities across 2 areas (2 hrs each)	6 activities across 2 areas (4 hrs each)	6 activities across 3 areas (8 hrs each)	6 activities across 3 areas (12 hrs each)	6 activities across 4 areas (18 hrs each)
Adventurous Journey	Minimum 3 Hours	Minimum 4 Hours	Minimum 3 Days, 2 Nights	Minimum 4 Days, 3 Nights	Minimum 4 Days, 3 Nights
Personal Development Course	✗	✓ 1 Day Course	✓ 2 Day Course	✓ 2 Day Course	✓ Minimum 30 hours
Personal Reflection	✓	✓	✓	✓	✓



# Uniform Layout for Youth Members



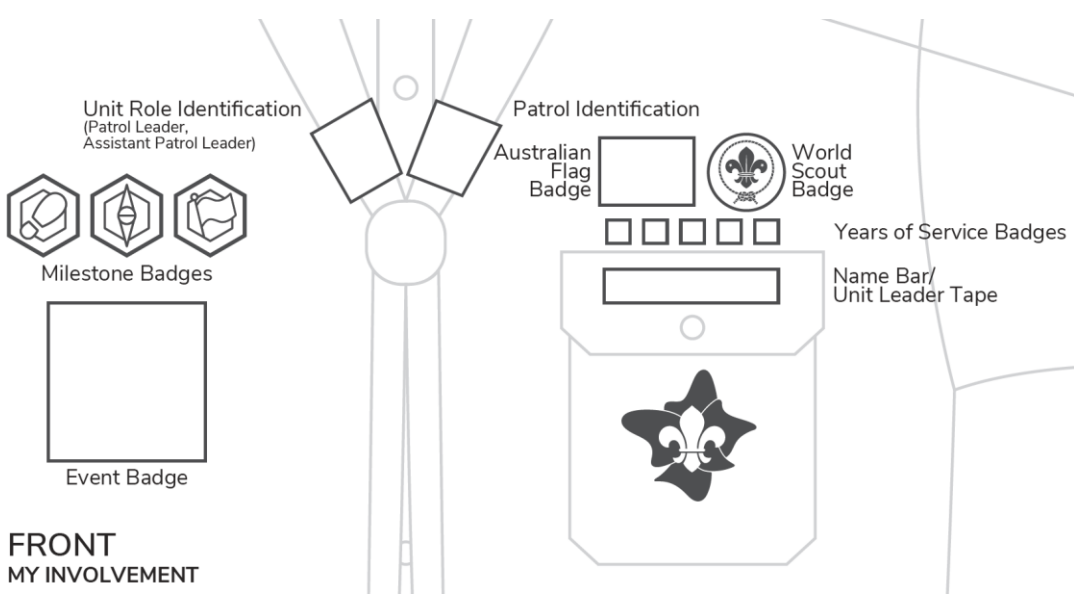
Rover Scout Knot  
& Bar (Dashed)

Peak Award  
Badges

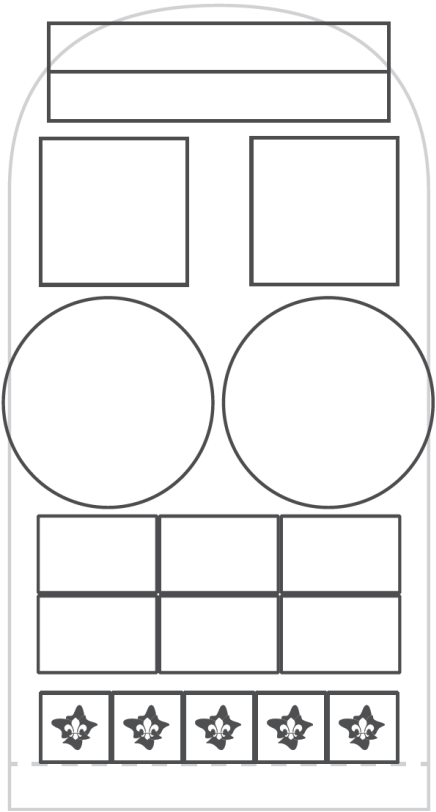
Special Interest  
Area Badges

Outdoor Adventure  
Skills Badges

Left Sleeve  
MY JOURNEY



FRONT  
MY INVOLVEMENT



Right Sleeve  
MY IDENTITY





# Region Youth Program Team

Meets as required &/or at Region Commissioners Conferences

- > Program Essentials, Personal Development Courses, Peak Awards, Section support
- > Arts & Literature, Creating a Better World, Environment, STEM, International, Community, Diversity & Inclusion
- > Region Calendar, Region Pow Wow, Cuborette, Jamborette, Pig Skin, WWG, Environment Camps



Deputy Region Commissioner (Chair)	Grant Whitehorn
Region Youth Commissioner	Aaron Newton
Region Commissioner Adventurous Activities	vacant
Region Commissioner Arts & Literature	John Penney
Region Commissioner Community Events	Kerrie Latham
Region Commissioner Diversity & Inclusion	vacant
Region Commissioner Environment	Alex McCarthy
Region Commissioner International & Scout Fellowships	Judy Gunns
Region Commissioner Major Events	vacant
Region Commissioner Rover Scouts	Lachie Page
Region Commissioner STEM	Shelby Canterford
District Leader Youth Program, Illawarra South District Leader Youth Program, Illawarra South District Leader Youth Program, Illawarra South	Peter Sawyer Greg Bannon Mark Sheldon
District Leader Youth Program, Keirawarra	Leanne Senn Robert Sackett
District Leader Youth Program, Shoalhaven	Graham McIntyre
District Leader Youth Program, Southern Coast District Leader Youth Program, Southern Coast District Leader Youth Program, Southern Coast	Lynne Parr Neville Cowgill Graham Parr
Assistant District Commissioner – Youth Program, Southern Ranges District Leader Youth Program, Southern Ranges District Leader Youth Program, Southern Ranges	Chris Morrow Warwick Abrams Russell Heywood



# Adventurous Activities



# Activity Notification Procedures

Activity participants and parents must be properly informed about any activities youth are participating in and provide informed consent prior to participating. Leaders can use either Operoo (previously known as CareMonkey) or the E1 part I and II for this purpose.

The E1 part III (Activities and Rescue pages) must be completed for all adventurous activities including those where Operoo has been used to obtain informed consent for participation.

The E1 part III must be lodged with the appropriate parties (including but not limited to the Group Leader/Leader in Charge, the Region Commissioner Adventurous Activities, Region Office Manager) at least 14 days prior to commencement of the activity.

## **ACTIVITY NOTIFICATION PROCEDURES**

### **1. PURPOSE AND OBJECTIVES**

The State Activity Notification Procedure has four key objectives:

- 1.1** Communication of activity information to parents.
- 1.2** Provision of a reliable and effective mechanism for rescue/assistance, if required.
- 1.3** Supply of timely and adequate information to:
  - a) Scout authorities,
  - b) Police and other rescue authorities.
- 1.4** Support for Activity Leaders, including access to local information and reminders of policies, procedures and other requirements.

### **2. PRINCIPLES**

In the preparation of these procedures the following principles have been used:

#### **2.1 Simplicity**

- 2.1.1 The forms are easy to fill in and understand.
- 2.1.2 The procedures are not time consuming.
- 2.1.3 The same procedure and stationery applies to all activities.

#### **2.2 Contact and Information for Parents**

- 2.2.1 Parents must be informed of all relevant details about an activity.
- 2.2.2 Parents have a legitimate concern for their children's welfare. Parents require a contact person. Direct contact between parents and Police/media is undesirable.

#### **2.3 Supervising Leader**

- 2.3.1 A Leader holding a current Certificate of Appointment and Certificate of Adult Leadership must be responsible for each activity. This "Supervising Leader" should have, or arrange for, persons having the required skills and qualifications, and should ensure the activity is conducted in accordance with State policy. In the case of activities where an Adult Leader will not be present, an Adult Supervising Leader must still be nominated.
- 2.3.2 Notification of an activity to the parents and Home Leader is the responsibility of the Activity Leader.

#### **2.4 Activity Leader**

- 2.4.1 The person in Charge of the Activity i.e. Patrol Leader.

#### **2.5 Home Leader**

- 2.5.1 There is a need for a "Home Leader" contact for parents. This Home Leader will forward Activity Notification forms to the appropriate destinations, will be a parents' contact point and, if necessary, will raise the alarm. The Home Leader will normally be the Group Leader or "Leader-in-Charge".

#### **2.6 Local Activity Coordinator ( LAC )**

- 2.6.1 Regions will nominate "Local Activity Coordinators" who will be responsible for receipt of Activity Notification forms from the Home Leaders of visiting groups. LACs will therefore have group and activity information available near the location of the activity, if required.
- 2.6.2 LACs will cover specific geographic areas or activity types. The number of LACs and their respective location boundaries will be at the discretion of the Region Commissioner.
- 2.6.3 The LAC will fulfil a further important role by being a "local contact" for authorities, and a source of advice to the Activity Leader.

#### **2.7 Identification of Appropriate Activity Location or LAC**

- 2.7.1 Available on the NSW website and through the State and Region Offices
- 2.7.2 Every Commissioner receives an updated list twice yearly, giving address details of all Commissioners and Region LACs in NSW.



## 2.8 District Commissioners

- 2.8.1 In locations where no LAC is nominated, the District Commissioner or another nominated Leader will fulfil the functions of the LAC.

## 3. FORMS AND PROCEDURES

### 3.1 Forms

- 3.1.1 The Activity Notification Form consists of three parts:
- Parents Advice (Part I)
  - Activity & Rescue Information (Part II)
  - Overdue Parties Procedures (Part III)
- 3.1.2 These forms are available on supply of disk to State Office, or as hardcopy originals which can be photocopied, from Region or State Office, or from the State Website [www.nsw.scouts.com.au](http://www.nsw.scouts.com.au)
- 3.1.3 Activity Notification forms must be used for all outdoor overnight activities and all air/alpine/rock-related/water or other potentially dangerous activities. They may also be used for other types of activities at the discretion of the Activity Leader or District Commissioner.
- 3.1.4 For activities outside the State, Form T1 “Application for Approval to Camp or Travel Interstate” must be used instead of Parts I and II. Parent permission should still be sought using Part I.
- 3.1.5 The forms are to be completed by the Activity Leader as indicated below.

### 3.2 Procedures

- 3.2.1 The **Parents’ Advice** form applies to all activities indicated in para 3.1.3, including the name and contact number of the Home Leader, shall be completed and provided to parents by the Activity Leader. Three completed copies are to be provided to the Home Leader.

The upper section of the form becomes a parent reference document and the lower section, signed and returned by the parents, is mandatory for youth member participation and for medical authority.

- 3.2.2 The **Activity & Rescue Information** form applies to outdoor overnight/alpine/rock-related/water or potentially dangerous activities, or where overnight accommodation is in more than one place.

Three completed copies as applicable are to be provided to the Home Leader, and one copy lodged with an appropriate authority in the general vicinity of the activity e.g. Police, National Parks and Wildlife Service.

The Home Leader keeps one copy each of the Activity & Rescue Information form and forwards copies to each of:

- the LAC or nominated Leader in the location where the activity is to take place,
- the “home” District Commissioner or nominated Leader.

- 3.2.3 The **Overdue Parties Procedures** is a checklist of action to be taken where a party is overdue beyond agreed time limits or rescue is needed.

### 3.3 Timing of Notification

- 3.3.1 Whenever possible, the notification procedure should be completed two weeks prior to the commencement of the activity. Where available, notification may be completed by facsimile or other similar manner as agreed by the LAC.
- 3.3.2 In some cases, bookings or permits will not be processed without receipt by local authorities of the Rescue Information form.
- 3.3.3 Failure to lodge an activity notification form exposes leaders and youth members to unnecessary risks, may create problems for rescue authorities, and bring Scouts Australia into disrepute with authorities and other outdoor users.

### **3.4 Prior to Activity**

- 3.4.1 The Activity Leader may contact the destination LAC or District Commissioner for advice about local conditions, resources etc.
- 3.4.2 The LAC or District Commissioner may contact the Activity Leader and recommend that the activity be postponed or cancelled if circumstances warranting such actions arise. If there is disagreement, the LAC or District Commissioner should contact the “home” District Commissioner, who can recommend cancelling the activity.

### **3.5 Return from Activity**

- 3.5.1 The Activity Leader notifies the Home Leader immediately on safe return, or as soon as possible if the return may be delayed, or if problems arise.
- 3.5.2 The Home Leader is responsible for notifying parents if delayed return is expected, and is responsible for raising the alarm if the party is overdue. It is imperative that the Home Leader remains the sole contact person for parents.

### **3.6 Delayed Return**

- 3.6.1 When the party is overdue beyond agreed time limits or rescue is needed, the Home Leader is responsible for contacting:
  - a) parents, and keeping them informed of progress,
  - b) Police or authorities in the vicinity of the activity,
  - c) LAC or nominated Scout ‘local contact’ in the activity location.
- 3.6.2 It is important that parents do not contact Police or rescue authorities separately, as they are rarely fully aware of party size or planned route. The Police, who will generally prefer to liaise only with authorised Scout personnel, usually coordinate rescue efforts.

## **4. SUMMARY OF ROLES**

### **4.1 The Supervising Leader**

- a) organises activity and is responsible for it,
- b) complies with State policies,
- c) ensures qualified leadership of the activity,
- d) liaises with LAC for local conditions and advice,
- e) completes Activity Notification Forms Parts I, II and III,
- f) provides Forms to parents for permission, and to Home Leader,
- g) lodges Part II Form with local authority, and advises them on safe return,
- h) conducts activity,
- i) contacts Home Leader on safe return or if problems arise,
- j) raises alarm if urgent assistance or rescue needed.

### **4.2 The Home Leader**

- a) receives Activity Notification Forms from Activity Leader,
- b) sends notification to LAC or destination District Commissioner,
- c) sends notification to home District Commissioner,
- d) endeavours to be available during the activity, especially in the period when the party is expected to return home,
- e) is the primary contact for parents,
- f) raises the alarm if advised or if party overdue,
- g) liaises with LAC, Police or rescue authority as required,
- h) keeps parents and Scout Authorities advised of progress.

### **4.3 The Local Activity Coordinator**

- a) establishes and maintains contact with local authorities,
- b) is familiar with local activity sites and local conditions,
- c) receives Activity Notification Forms from Home Leader,
- d) liaises with Activity Leader or home District Commissioner,
- e) may recommend cancellation of activity if conditions unsuitable,
- f) liaises with Police or rescue authority if emergency arises.

#### **4.4 Home District Commissioner**

- a) is informed about activities proposed by local groups,
- b) may be contacted by LAC if activity conditions appear unsuitable,
- c) may recommend cancellation of the activity if circumstances warrant,
- d) may require notification for other activities as indicated in Section 3.1.3.

#### **4.5 Parents**

- a) receive Part II information and permission form from Activity Leader,
- b) return signed permission prior to activity date,
- c) liaises with Activity Leader prior to activity,
- d) liaises with Home Leader during activity or if return is delayed.

#### **4.6 Regions**

- a) ensure LACs are nominated for specific activity types and activity areas,
- b) ensure relevant information - names, addresses, contact numbers - are kept up to date and notified to State Office.

### **5. ACTIVITY LEADER'S CHECKLIST**

- |   |   |
|---|---|
| ▪ Decide activity, venue, date                    | ▪ Ensure qualified Leader/s available           |
| ▪ Promote within Section, determine numbers       | ▪ Consult Region Coordinator if required        |
| ▪ Arrange Home Leader, ensure available           | ▪ Arrange special permits, bookings e.g. NPWS   |
| ▪ Plan activity, prepare equipment                | ▪ Plan for contingencies, escape routes         |
| ▪ Complete and issue Part I form to parents       | ▪ Complete and issue Part II and Part III forms |
| ▪ Consult with LAC if necessary                   | ▪ Arrange transport to and from activity        |
| ▪ All parent permission forms to accompany Leader | ▪ Lodge Part II form with authorities going in  |
| ▪ Notify authorities safe return coming out       | ▪ Notify Home Leader of safe return             |



# Adventurous Activities Policies

Scouts Australia NSW has one Adventurous Activity Policy that is supported by a variety of Standard Operating Procedures (SOP).

The Adventurous Activities policies and rules continue to be reviewed on a regular basis by the State Outdoor Adventure Skills Team to ensure that Scouts Australia NSW continues to meet community expectations and best practice within the outdoor recreation environment.

The policy and procedures documents can be downloaded in PDF format below:

[Adventurous Activities Policy](#)

[Alpine and Snowfield Activities SOP](#)

[Boating Activities SOP](#)

[Bushwalking Activities SOP](#)

[Challenge Rope Activities SOP](#)

[Rock Activities SOP](#)

[Commercial Activities Policy](#)

[Flying Fox Activities Policy](#)

[Prohibited Activities Policy](#)





# National Adventurous Activity Framework

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Date Issued:	14 November 2020
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Approved by:	NCATD & NOC
Policy Heading:	<b>National Adventurous Activities Framework</b>

## Contents

ATD Policy .....	2
Change Log .....	3
Application of the Australian Adventure Activity Standards and Good Practice Guides .....	3
Recognition of competence.....	4
Recognition Table .....	4
Supervision and Management during an Activity .....	5
Activity Leader .....	5
Level of supervision .....	5
Direct Supervision.....	5
Indirect Supervision .....	5
Remote Supervision.....	5
Further supervision guidance .....	6
Outdoor Adventurous Skills: Role of Leaders .....	6
Appendices .....	7
Core Recognition Pathway .....	7
Safe Participant.....	8
Trained Participant .....	9
Assistant Guide (Branch Appointment) .....	10
Guide (Branch Appointment) .....	11
Activity Specialist.....	13
SME .....	13
Instructors & Assistant Leader Trainer (ALT).....	14

## Change Log

Date	Change	Endorsed	Approved by NOC
March 2020	Complete re-write from V9 reflecting new Sport, Fitness, and Recreation Training Package, Australian Adventurous Activity Standard, and OAS component of Youth Program	NCI – David Walsh NCATD – Dougal Mayor	
May 2020	Review feedback from SAIT, Youth Program, and DCC considered and NAAF amended	NCATD – Dougal Mayor	
V10.2 May 2020	Alterations to composition of levels		
V10.6 June 2020	Update based on NAAC Meeting 26 June 2020	NCI – David Walsh	
V10.8 Oct 2020	Final Review and updates	NCI – David Walsh NCATD – Dougal Mayor	14 <sup>th</sup> November 2020

## Application of the Australian Adventure Activity Standards and Good Practice Guides

A provider is any organisation, business, community group, government agency, school or others who organize and lead adventurous activities with dependent participants.<sup>1</sup> Scouts Australia is a provider within this definition and has determined it will apply the Australian Adventure Activity Standards to its outdoor activities.

A dependent participant is a person owed a duty of care by the activity provider who is reliant upon the activity leaders for supervision, guidance, or instruction to support a person's participation in an activity. For example, this includes participants under the age of 18, participants lacking the ability to safely undertake the activity, or participants reasonably relying on the activity provider for their safety. The degree of dependence may vary during an activity.<sup>2</sup>

The National Adventurous Activities Framework (NAAF) represents Scouts Australia's approach to applying the [Australian Adventure Activity Standards](#) (AAAS) and [Good Practice Guides](#) (GPG) to its activity offering particularly those documented in the Outdoor Adventure Skills (OAS) element of the Youth Program. The NAAF seeks to fulfil Scouts Australia's obligations to exercise the duty of care incumbent on the activity provider in providing adventurous activities with dependent participants and provide a pathway for young people, recognising skills obtained through OAS achievements.

The AAAS and associated GPG's are voluntary guidelines for organisations conducting outdoor recreation activities for dependent groups (where participants have a level of dependence upon the leader(s)). Even though the AAAS is not legally binding, compliance with the AAAS may assist in demonstrating that an operator has fulfilled their duty of care to dependent activity participants.

The NAAF is not a substitute for risk management planning but rather a tool to inform elements of the risk management plan for an adventurous-based activity.

The formation of the AAAS and GPG's have been supported and funded 2016-2019 by a meeting of the State and Territory Sport and Recreation Ministers of Australia.

The good practice framework is provided in:

<sup>1</sup> AAAS 1.1 Introduction, p4

<sup>2</sup> AAAS Core GPG 1.2, p5

- **The AAAS** – this addresses the common ‘requirements’ for all types of adventurous activities
- **The Core GPG** – this provides additional information to help support implementing the AAAS
- The various **activity GPGs** – these provide guidance specific to the various activities.



## Recognition of competence

The AAAS Core GPG<sup>3</sup> provides pathways for recognising competence which may include but are not limited to:

- Training qualifications and/or a training course
- Outdoor sector or organisational accreditation scheme
- Leader registration scheme
- Peer recognition and verification process.

The NAAF, in conjunction with Scouts Australia training programs, the Outdoor Adventure Skills element of the Youth Program, and certification, is Scouts Australia’s approach to recognition of competence (referred to as proficiency where no VET units are held); and therefore, suitability to provide or support adventurous activities.

## Recognition Table

Scouts Australia recognition of competence is defined in a set of Adventurous Activity Levels, as follows -

	<b>Adventurous Activity Level</b>	<b>Formerly known as</b>	<b>Recognition Pathway<sup>4</sup></b>
SA	Scouting Adventure completed	<i>BOS</i>	Internal
SP	Safe Participant	<i>Level 1</i>	Internal and/or VET
TP	Trained Participant	<i>Level 2</i>	Internal and/or VET
AG	Assistant Guide		VET
G	Guide	<i>Guide</i>	VET
AS	Activity Specialist	<i>Level 3</i>	VET
SME	Subject Matter Expert	<i>SME</i>	VET & or Industry experience
	Assistant Leader Trainer	<i>Instructor</i>	VET

<sup>3</sup> AAAS Core GPG 7.7.4, p30

<sup>4</sup> All proficiency recognition includes application of a member registration scheme being a combination of Branch membership systems and the SAIT record of Units of Competency issued.



## Supervision and Management during an Activity

### Activity Leader

The AAAS requires that ‘adventurous activities must be led by competent people who have appropriate skills, knowledge and experience’.<sup>5</sup>

The AAAS uses the term ‘activity leader’ to describe the leaders and assistant leaders for the activity<sup>6</sup>. In Scouts Australia, adventurous activities are defined in Policy and Rules and the requirements to approve and to run an activity differ:

- Adventurous activities for dependent participants are approved in accordance with Branch policies. Most activities will be approved by Group Leaders, Scouters in Charge, Unit Leaders, or the Commissioner responsible for the activity. The person approving the activity does not need to hold adventurous activities qualifications but should ensure the activity will be conducted by qualified people.
- Adventurous activities for dependent participants are conducted by members of Scouts Australia holding the qualifications detailed later in this document. Where the AAAS refer to ‘activity leader’, the reference is to the person conducting the activity and hence, will be a member of Scouts Australia holding the relevant qualifications.
  - In some instances, a Subject Matter Expert (SME) may be used in place of a member of Scouts Australia; in this case the SME must hold appropriate external qualifications and the activity must still be supervised by a member of Scouts Australia holding a Certificate of Adult Appointment (CoAA). Other Scouts Australia policies regarding child protection apply to SMEs.

### Level of supervision<sup>7</sup>

The level of supervision required for participants may vary depending on the context. The levels of supervision are:

- Direct supervision
- Indirect supervision
- Remote supervision

#### Direct Supervision

Direct supervision is where a nominated activity leader<sup>8</sup> is responsible for managing participants during all or part of the adventurous activity and is able to intervene immediately.

#### Indirect Supervision

Indirect supervision is where a nominated activity leader responsible for managing participants during all or part of the adventurous activity is in the vicinity but *unable*<sup>9</sup> to intervene immediately.

Where a participant is a minor or vulnerable, details of responsibilities and how indirect supervision functions should be provided to the parent and/or guardian prior to obtaining their consent.

Prior to approving an activity with indirect supervision reference should be made to Core Good Practice Guide 7.8.1 for guidance on aspects of the activity to be considered, and any Branch activity approvals requirements that may apply.

#### Remote Supervision

Remote supervision is where a nominated activity leader responsible for managing participants during all or part of the adventurous activity is not involved in direct or indirect supervision and is unlikely to be in the vicinity and would therefore take time to respond.

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<sup>5</sup> AAAS Core Standard p9.

<sup>6</sup> AAAS Core CPG Glossary p 37.

<sup>7</sup> For full descriptors refer AAAS Core GPG 7.8.1, p32-33

<sup>8</sup> In the context of the AAAS an “activity leader” is the leader of an **adventurous** activity.

<sup>9</sup> Direct terminology from AAAS. In a Scouting context may be read as “will not be able”

Where a participant is a minor or vulnerable, details of responsibilities and how remote supervision functions should be provided to the parent and/or guardian prior to obtaining their consent.

Prior to approving an activity with remote supervision reference should be made to Core Good Practice Guide 7.8.1 for guidance on aspects of the activity to be considered, and any Branch activity approvals requirements that may apply.

### Further supervision guidance

The Core GPG and Activity Specific Good Practice Guides provide further guidance on the minimum supervision requirement and other leadership and other considerations under the headings of

1. Introduction
2. Management of Risk
3. Planning
4. Participants
5. Environment
6. Equipment and Logistics
7. Leadership

Where Branches formulate supporting documentation for the NAAF it is recommended the documentation content references and follows the recommended headings in the AAAS and GPGs. No supporting documentation should contradict the Scouts Australia Youth Program Handbook, NAAF, and other policy documents.

### Outdoor Adventurous Skills: Role of Leaders

The Outdoor Adventure Skills (OAS) provide a pathway throughout a youth member's Scouting journey that challenges them to participate in and lead activities in the outdoors. All the OAS activities are adventurous activities.

A fundamental principle of the OAS is the two-down assessment method where a youth member's progression is supported and assessed by another youth member with higher skill levels of at least two stages higher. For example, a youth member seeking to progress to Bushwalking Stage 5 would be assessed by a youth member holding Bushwalking Stage 7 or higher. This approach also builds the leadership skills of the youth members who are supporting and assessing other youth members.

It is recognised, however, that a youth member with the two stages higher skills may not always be available and that Leaders and SME may need to assist youth members to build their skills and progress through the stages. There are two parts to this:

- **Mentoring:** where the Leader or SME provides support including skills instruction, guidance on conducting activities and feedback on areas to work on.
- **Assessing Stage Progression:** where the Leader or SME assesses the youth member's progression against the 'I' statements in each stage. It is important to note that the Leader or SME does not sign-off stage completion: that is the Unit Council's role.

To do this, the Leaders and SME providing mentoring or assessing stage progression are themselves appropriately qualified; while some of the 'I' statements can be supported by a Leader with a CoAA, some require specific adventurous activities qualifications as described in this document. A table showing the qualifications required by Leaders or SME to mentor and assess is at Appendix 1.

It is critical to note that providing mentoring and assessment support to youth members **is not** associated with activity approval or the adult qualifications required to conduct adventurous activities. Appendix 1 **is not** a table showing who may approve an activity. Activity approval requirements are provided by each Branch. The table provides guidance on the level of qualification expected of the adult in charge of the activity and the expected level of supervision.

## Appendices

This document should be read in conjunction with three appendices.

- Appendix 1 – Qualification Level for OAS Support<sup>10</sup> - Table shows the minimum level of (NAAF) qualification required for a member to support each OAS activity and stage, where (youth) two up sign off is not available.
- Appendix 2 – What Adventurous Activity Can I Do Info Sheet What can I do is an overview document
- Appendix 3 – Pathway Groupings for adventurous activities– shows the training qualifications required at each level. From Safe Participant and Trained Participant, which can be either internal scouting skills or VET (Vocational Education & Training), through to Assistant Guide, Guide and Activity Specialist which all follow a VET pathway. Specific requirements for each Adventurous Activity area are contained in the Adventurous Activities Information Handbook which is available from your Branch Commissioner Adventurous Activities (or equivalent).

## Core Recognition Pathway

The core recognition pathway applies to all Members seeking recognition to be able to provide adventurous activities with dependent participants regardless of the specialist area of adventurous activity detailing for each;

- Qualification Pathway
- Who can complete
- How it is recorded
- Validity & Renewal<sup>11</sup>

The information for each Adventurous Activity Level follows -

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<sup>10</sup> The level of support will vary cognisant of the supervision and management required when a risk assessment has been conducted

<sup>11</sup> Logbook information should have consistent content, although methods of recording may vary, e.g. Apps, Spreadsheets, etc.  
National Adventurous Activity Framework v10.8  
Subject to approval by National Operations Committee  
Review November 2021

## Safe Participant

A **Safe Participant** is a member who has undergone entry level training in an activity area and can operate under direct or indirect supervision depending on the activity area. On completion they possess elementary skills to participate safely with directions, understand the risks associated with the activity, and form part of an operational team. Apart from Bushwalking (tracked Environments), they are not recognised as holding a qualification to lead an activity, however in a learning sense they may be used in operating an activity to further their skills, knowledge, and experience.

### Training Pathway

- **Safe Participant** can be an internal level of qualification recognised to operate, depending on the activity area.
- **Safe Participant** skills can contribute towards a Certificate II in Outdoor Recreation (SIS20419), or Activity Skill set, or Units of competency. For a VET Accredited Outcome - via SAIT (Scouts Australia Institute of Training) - Enrolment via your Branch

### Who can complete

- **Youth and Adult members**
- **Internal Qualifications (Scouting Skills)** - For **Safe Participant** qualifications the minimum entry is at Scout section level noting minimum age requirement below for VET outcomes.
- **VET - Accredited Qualifications** - The minimum age for enrolling into SAIT is 14 Year of age.

### How it is recorded

- **Internal Qualifications (Scouting Skills)** - Will be recorded on your Branch membership system
- **VET - Accredited Qualifications** - Once enrolled these are recorded out of Axcelerate (The National Training and Qualifications system). On being Assessed and deemed competent, a statement of attainment will be issued from your Branch office

### Validity & Renewal

- Renewal at this level is not applicable, however a log book must be kept for currency, and will be used for evidence for any further progression.
- For example, some recognition pathways have a time limit that requires re-certification or reassessment after it has expired (e.g. first aid qualifications).



## Trained Participant

A **Trained Participant** is a member who holds all the **Safe Participant** requirements and has advanced through to the next level completing core units (VET or Scouting Skills) and having logged additional experience in more than one environment. e.g. different locations, weather conditions, or ages of participants.

- In some activity areas they can lead an activity (in conjunction with Duty of Care) e.g. Water, Bushwalking.
- In other areas e.g. Vertical they assist Guides as part of the operational team.

<b>Safe Participant</b>	Hold the relevant Safe Participant Units as per the Recognition Pathway Requirements.
<b>Trained Participant</b>	Participate in Work Health & Safety - HLTWHS001 Select Set-up & Operate a temporary or overnight Campsite - SISOFD003 Maintain sport, fitness and recreation industry knowledge - SISXIND002 Assist in conducting recreation sessions - SISOFD001 Minimise environmental impact – SISOFD002

### Training Pathway

- **Trained Participant** can be an internal level of qualification recognised to operate, depending on the activity area.
- Trained Participant skills can contribute towards a Certificate II (SIS20419), For a VET Accredited Outcome - via SAIT (Scouts Australia Institute of Training) - Enrolment via your Branch

### Who can complete

- **Youth and Adult members**
- **Internal Qualifications (Scouting Skills) - For Trained Participant** qualifications the minimum entry is at Scout section level noting minimum age requirement below for VET outcomes.
- **VET - Accredited Qualifications** - The minimum age for enrolling into SAIT is 14 Year of age.

### How it is recorded

- **Internal Qualifications (Scouting Skills)** - Will be recorded on your Branch membership system
- **VET - Accredited Qualifications** - Once enrolled these are recorded out of Accelerate (The National Training and Qualifications system). On being Assessed and deemed competent, a statement of attainment will be issued from your Branch office

### Validity & Renewal

- Renewal every 3 years, subject to meeting log book requirements for currency. Maintaining your log book for evidence is essential for any progression.
- HLTAID003 Provide First Aid is a desired unit of competence at this level

## Assistant Guide (Branch Appointment)

An **Assistant Guide** is a member, having completed the requirements of **Safe and Trained Participant** who can assist with leading adventurous activities in their area of experience under supervision, as part of their recognition pathway to a Guide appointment. A youth member, under the age of 18, could use this as a pathway to Guide appointment on turning 18 however achievements in the Outdoor Adventure Skills element of the Youth Program should remain the focal point for Youth Members in their individual Achievement Pathway.

Assistant Guides must refer to the *qualification for OAS support - Table* to determine the requirements to be held and any Duty of Care and CoAA for any activity they are leading.

**Assistant Guides are required to hold a current HLTAID003 Provide First Aid Unit of Competency with 3 Year Currency. CPR is recommended to be updated annually.**

<b>Safe Participant</b>	Hold the relevant Safe Participant Units as per the Recognition Pathway Requirements.
<b>Trained Participant</b>	Hold the relevant Trained Participant Units as per the Recognition Pathway Requirements.
<b>Assistant Guide</b>	Operate Communications systems & equipment - PUAOPE013 Respond to emergency situations - SISXEMR001 Interpret weather and environmental conditions - SISOPLN005 Finalise operation of outdoor recreation activities – SISOPLN001 Identify hazards assess and control risks for outdoor activities – SISOPLN004

### Training Pathway

- **Assistant Guide** can be an internal level of qualification recognised to operate, depending on the activity area.
- Assistant Guide skills can contribute towards a Certificate II (SIS20419), or III (SIS30619) in Outdoor Leadership or Activity Skill set, or Units of competency. For a VET Accredited Outcome - via SAIT (Scouts Australia Institute of Training) - Enrolment via your Branch

### Who can complete

- **Youth and Adult members**
- **VET - Accredited Qualifications** - The minimum age for enrolling into SAIT is 14 Year of age.

### How it is recorded

- Internal Qualifications (Scouting Skills) - Will be recorded on your Branch membership system, once becoming an Assistant Guide any internal qualifications should be transitioned to VET units.
- VET - Accredited Qualifications - Once enrolled these are recorded out of Accelerate (The National Training and Qualifications system). On being Assessed and deemed competent, a statement of attainment will be issued from your Branch office.

### Validity & Renewal

- Renewal every 3 years, subject to meeting log book requirements for currency. Maintaining your log book for evidence is essential for any progression.
- HLTAID003 Provide First Aid is a mandatory unit of competence at this level - if your First Aid qualification expires your qualification lapses and is not recognised until First Aid is renewed

## Guide (Branch Appointment)

**Recognition pathway for this appointment is only via a specified VET accredited pathway.**

A **Guide** is a member who, having met all the requirements of **Assistant Guide**, can lead adventurous activities in their area of experience. They have the skills, knowledge, and experience to assist youth members with planning and undertaking activities under indirect or remote supervision.

Guides are critical to planning and running activities locally and within your regions to support the youth program and providing opportunities to engage and develop the skills and knowledge of our youth. They are a role model and should be conscious to act accordingly, so to inspire progression.

Guides are expected to undertake professional development in their area of expertise. E.g. In the vertical stream, participate in a practical ½ day recovery training, maintain an understanding in the developments in equipment and their uses, meet with peers in your region and engage in maintaining training and standards.

**Guides must hold a current HLTAID003 Provide First Aid Unit of Competency with 3 Year Currency. CPR is recommended to be updated annually**

<b>Safe Participant</b>	Hold the relevant <b>Safe Participant</b> Units as per the Recognition Pathway Requirements.
<b>Trained Participant</b>	Hold the relevant <b>Trained Participant</b> Units as per the Recognition Pathway Requirements.
<b>Assistant Guide</b>	Hold the relevant <b>Assistant Guide</b> Units as per the Recognition Pathway Requirements.
<b>Guiding Essentials</b>	Plan for minimal environmental impact - SISOPLN 006 Provide work skill instruction - TAEDEL301A Provide quality service - SISXCCS001 Maintain equipment for activities - SISXFAC001 Make a presentation - BSBCMM401A Facilitate groups - SISXCAI006
<b>AT &amp; D Training</b>	<ul style="list-style-type: none"><li>• Have completed the Scouting Essentials Training</li><li>• Have completed Scouting Adventure Course (or RPL)</li><li>• Hold a CoAA – Certificate of Adult Appointment</li></ul>

## Training Pathway

- **Guide (units of competency)** can contribute towards a Certificate III (SIS30619) in Outdoor Leadership or Activity Skill set, or Units of competency. For a VET Accredited Outcome - via SAIT (Scouts Australia Institute of Training) - Enrolment via your Branch

## Who can complete

- **Young Adult and Adult members** - The Minimum age for appointment is 18 years of age
- **VET - Accredited Qualifications** - The minimum age for enrolling into SAIT is 14 years of age.

## How it is recorded

- **VET - Accredited Qualifications** - Once enrolled these are recorded out of Axcelerate (The National Training and Qualifications system). On being Assessed and deemed competent, a statement of attainment will be issued from your Branch office
- **Internal Qualifications** - Will be recorded on your Branch membership system, once becoming a Guide any internal qualifications should be transitioned to VET units.

## Validity & Renewal

- **Renewal every 3 years**, subject to meeting log book requirements for currency. Maintaining your log book for evidence is essential for any progression.
- **Professional Development** is expected at this level and will be determined by your activity area and National Policy. Refer the the information handbook for guidance notes.
- **HLTAID003 Provide First Aid** is a mandatory unit of competence at this level - if your First Aid qualification expires your qualification lapses and is not recognised until First Aid is renewed



## Activity Specialist

An **Activity Specialist** is a member who, in addition to being a Guide, has gained additional skills in their activity area e.g. vertical, from single pitch to Multi-pitch, in Kayaking from flat water to White water. They normally require a far greater skill and knowledge in a particular area and require a higher level of training.

An **Activity Specialist** is often able to operate at a higher level, in their area of expertise, than a Guide.

**Activity Specialist must hold a current HLTAID003 Provide First Aid Unit of Competency with 3 Year Currency.**

**CPR is recommended to be updated annually and SISOFLD004 Provide First Aid in Remote Locations**

Safe Participant	Hold the relevant Safe Participant Units as per the Recognition Pathway Requirements.
Trained Participant	Hold the relevant Trained Participant Units as per the Recognition Pathway Requirements.
Assistant Guide	Hold the relevant Assistant Guide Units as per the Recognition Pathway Requirements.
Guiding Essentials	Hold the relevant Guide Units as per the Recognition Pathway Requirements.
Activity Specialist Program	Coordinate emergency responses - SISX EMR 002 Maintain work health and safety - HLT WHS 003 Conduct search & rescue - SISO RSC 001 Address client needs - SISX CCS 003

## SME

Subject Matter Experts are highly skilled adults holding external qualifications in their area of adventurous activities. They are normally not uniformed members of Scouts Australia, but are used to assist conduct adventurous activities, particularly when a Scout Appointed Guide is not available. They will typically be professionals or volunteers working in industry/sport/peak body or association.

If they are not a member of Scouts Australia, they must meet the requirements of the National Child Protection Policy and be under constant supervision from an appointed member of the association holding a Certificate of Adult Appointment.

## Instructors & Assistant Leader Trainer (ALT)

The National Instructor appointment was introduced in 2015 as part of the National Training Team, to cater for adventurous activity training, based on the SIS10 Outdoor Recreation package. This package introduced Instruct units of competency and as part of the appointment process members were required to hold these units. The National Training Committee recognised that Instructors meet the same training standards as Assistant Leader Trainers (in many cases higher with their specific Outdoor Leadership Units), as per the NAAF (Version 9 – 2018).

In the release of new Outdoor Leadership Package (2019), instruct units were removed, and in re writing the NAAF (Version 10.8 – 2020) several factors were considered.

- the adoption of the AAAS Nationally
- The new Outdoor Leadership Package and
- The introduction of the new program.

A review was completed by the National Training Committee at its meeting in June 2020 with agreement to

- Update the role descriptions of Leader Trainers and Assistant Leader Trainers
- Cease appointing new Instructors immediately
- Recommendations for re-appointment of existing Instructors upon expiry of their 3-year appointment to Assistant Leader Trainers.

Appointments to the National Training Team are made on the recommendation of the Branch, based on their training requirements and needs. You should contact your Branch Commissioner Adult Training & Development for further information.

## Appendix 1 from the National Adventurous Activity Framework

### Qualification Level for OAS Support

NB: This table is not a substitute for a comprehensive Risk Management Plan which considers and documents all risks associated in the context of the activity and participants.

Remote supervision may be deemed appropriate through Branch risk management assessment following reference to the AAAS Core GPG and Activity Specific GPGs.



Section	OAS	Stage 1	Stage 2	Stage 3	Streams	Stage 4	Stage 5	Stage 6	Streams	Stage 7	Stage 8	Stage 9
CORE	Bushcraft	SA	SA	SA	Pioneering	WB or SP	WB or SP	TP	-	AG	G	G
					Survival Skills	WB or SP	WB or TP	SP	-	TP	AG	G
	Bushwalking	SA	SA	SA	-	WB or SP	WB or TP	TP	-	G-DT	AS	AS
	Camping	SA	SA	SA	-	WB or SP	WB or SP	WB or TP	-	WB or TP	WB or TP	WB or TP

LAND	Alpine	SA	SA	SP	Snow Camping/Hiking	TP	G-ON	G-ON	-	G-ON	G-ON	G-ON
					Cross Country Skiing	TP	AG	G	-	G	G	G
					Downhill Ski	TP	TP	G	-	G	G	G
					Downhill Snowboard	TP	TP	G	-	G	G	G
	Cycling	SA	SA	SP	Mountain Biking	TP	TP	TP	-	G	G	G
					Cycling	TP	TP	TP	Cycle Touring	G	G	G
	Vertical	SA	SP	SP	Abseiling	TP	AG	G	-	G	G-MP	G-MP
					Canyoning	TP	AG	G	-	G	G-MP	G-MP
					Caving	TP	AG	G	-	G	G-MP	G-MP
					Climbing	TP	AG	G	-	G	G-MP	G-MP

WATER	Aquatic	SA	SA	SA	Snorkelling	SP	SP	TP	Scuba	G	G	G
					Surfing	TP	TP	TP	-	G	G	AS
					Swimming & Water Rescue	SP	SP	G	Swift Water Safety	G	G	AS
	Boating	SP	SP	TP	Sailing	TP	TP	G	-	G	AS-MF	G-OC
					Windsurfing	SP	TP	AG	-	AG	G	G
	Paddling	TP	TP	TP	Canoeing	TP	TP	G	White Water Canoe	G-G2	G-G2	AS
					Kayaking	TP	TP	G	White Water Kayak	G-G2	G-G2	AS
					Sea Kayaking	TP	TP	G-E		AS	G-S	G-EX
									White Water Rafting	G-2	G-3	G-4

## Supervision requirement





Direct	
Indirect	
SA	Scouting Adventure & CoP
WB	Wood Badge
SP	Safe Participant
TP	Trained Participant
AG	Assistant Guide
G	Guide
AS	Activity Specialist

## Code

G-MP	Vertical Multi - Pitch
G-DT	Bushwalking Guide - Difficult Tracked
G-ON	Guide - Overnight
G-LM	Sailing Guide Light to Moderate conditions
AS-MF	Sailing Activity Specialist Moderate to Fresh conditions
G-OC	Sailing Guide Open Coastal
G-G2	Guide - Grade 2 - White Water
G-S	Sea Kayaking Guide - Sheltered Conditions
G-E	Sea Kayaking Guide - Enclosed Conditions
G-EX	Sea Kayaking Guide - Exposed Coastal waters
G-2	Rafting - Grade 2 Water
G-3	Rafting - Grade 3 Water
G-4	Rafting - Grade 4 Water
G-S	Guide - ATD Survival



## What Adventurous Activities Can I do? - What Qualification do I need?




Activity	Type	Section	My Training	Minimum Qualification Required	e-Learning Required	Practical or Course	RPL
<b>BUSHWALKING</b>			<b>I have a Certificate of Proficiency</b>				
	For basic tracked or easy untracked bushwalking, e.g. marked trails, nature walks, National Parks marked trails.	For all Sections	<b>SP – Safe Participant</b> Bushwalking is part of the Scouting Adventure curriculum. Higher levels are available in difficult tracked & extremely difficult tracked environments.	<b>Safe Participant</b> or (old Bushwalking Level 1 )	<b>Scouting Adventure 12 Modules</b> Pre & Post Quiz's are available if you already have the knowledge.	Face-to-face weekends are run at various levels – tracked, difficult tracked and extremely difficult untracked environments. See Branch calendars for more info.	Complete e-Learning component for Scouting Adventure, this will allow for Pre & Post Quiz if you already have the knowledge, instead of completing the modules. A logbook is required as part of your evidence. An assessment of proficiency document is available.
<b>PADDLING - Canoeing , Kayaking &amp; Sea Kayaking</b>							
	For flat water canoeing, on rivers, lakes, and open water - Not suitable for fast running or graded water.	For all Sections	Not included in Basic Training. E-Learning & practical is required with your logbook.	<b>Trained Participant</b> In the crafts being used, e.g. canoe, kayak.	<b>Scouting Adventure</b> Plus <b>Safe Participant Canoeing/Kayaking</b>	<b>Complete Trained Participant</b> This can be completed on-the-job and signed off by an appropriate member within your Branch.	Complete e-Learning component for Scouting Adventure plus an additional module for Paddling Skills. Evidence for the skills, knowledge and currency within Paddling.
<b>BOATING – Sailing, Scout Patrol Boats, Windsurfing, Stand-Up Paddleboard, &amp; Windsurfing</b>							
	Sailing in small boat yachting in light to moderate conditions.	For all Sections	Not included in Basic training. E-Learning & practical is required with your logbook. Attending activities and building skills, knowledge and experience.	<b>Trained Participant</b> In the crafts being used, e.g. sailing, patrol boats.	<b>Scouting Adventure</b>	<b>Complete Trained Participant</b> This can be completed on-the-job and signed off by an appropriate member within your Branch. Logbook required.	Complete e-Learning component for Scouting Adventure. Evidence for the skills, knowledge, and currency within Sailing. Verification through a 3rd part declaration, or other supporting material e.g. trip notes, photos, sailing club results, video, etc.
<b>VERTICAL - Rock Related Activities</b>							
	Abseiling Caving Canyoning Rock Climbing	For all Sections	Not included in Basic training. E-Learning & practical is required with your logbook. Attending activities and building skills, knowledge and experience.	<b>Scout Appointed Guide for all Rock Related Activities</b>	<b>Scouting Adventure</b> Plus Safe Participant Abseiling	All Vertical areas require experience in various environments over a period of time. This can be obtained by on-the-job, activities, or structured learning.	Complete e-Learning component for Scouting Adventure plus an additional module for Abseiling. Evidence for the skills, knowledge, and currency within your vertical discipline.

**Question:** What if I want a higher Level or qualification e.g. Canoeing in moving water or sailing, or I want to run a large sale activity?

**Answer:** You may need a Guide level which requires more training, I suggest you talk to your Branch Adventurous Activity Team. Refer to the NAAF.

Any Guide or higher-level qualification will require VET units issued from SAIT or externally gained, this involves an enrolment process via your Branch office.








Activity	Type	Section	My Training	Minimum Qualification Required	e-Learning Required	Courses & Comments On various environments	RPL
<b>CYCLING - Mountain Biking &amp; Cycle Touring</b>			<b>I have a COAL</b>				
	Refer to the track difficulty rating system, for the level of skill to qualification required. No qualification required for Meeting nights or local urban area.	For all Sections	Not included in Basic training. E-Learning & practical is required with your logbook. Attending activities and building skills, knowledge and experience.	<b>Trained Participant</b> In the bikes being used, e.g. Cycling, Mountain Biking.	<b>Scouting Adventure</b>	<b>Complete Trained Participant</b> This can be completed on-the-job and signed off by an appropriate member within your Branch. Logbook required.	Complete e-Learning component for Scouting Adventure. Evidence for the skills, knowledge, and currency within Cycling. Verification through a 3rd part declaration, or other supporting material e.g. trip notes, photos, club results, video, etc.
<b>AQUATIC – Snorkelling, Surfing, Swimming, Scuba – NOTE: Scuba requires a Instructor Qualification at any level of participation</b>							
	Swimming in pools, Surf or open water does not require a qualification if a lifeguard is present. For Aquatic activities e.g. Snorkelling Windsurfing, etc.	For all Sections	Not included in Basic training. E-Learning & practical is required with your logbook. Attending activities and building skills, knowledge and experience.	Trained Participant	<b>Scouting Adventure</b>	<b>Complete Trained Participant</b> This can be completed on-the-job and signed off by an appropriate member within your Branch. Logbook required.	Complete e-Learning component for Scouting Adventure. Evidence for the skills, knowledge, and currency within your aquatic discipline. Verification through a 3rd part declaration, or other supporting material e.g. trip notes, photos, club results, video, etc.
<b>ALPINE – Snow Camping/Hiking, Cross Country Skiing, Down Hill Skiing, &amp; Snowboarding</b>							
	Skiing & Snowboarding within resort boundaries does not require qualifications. For All Alpine activities outside a resort including hiking, cross country etc.	For all Sections	Not included in Basic training. E-Learning & practical is required with your logbook. Attending activities and building skills, knowledge and experience.	<b>Scout Appointed Guide</b> In the alpine discipline, e.g. Cross Country.	<b>Scouting Adventure</b>	All Alpine areas require experience in various environments over a period of time. This can be obtained by on-the-job, activities, or structured learning.	Complete e-Learning component for Scouting Adventure. Evidence for the skills, knowledge, and currency within your alpine discipline. Verification through a 3rd part declaration, or other supporting material e.g. trip notes, photos, club results, video, etc.



#### Other Questions relating to appointments and what I can do

Qualification or Skill held	What am I able to do	Comments
Trainee Leader (leader of Youth)	<ul style="list-style-type: none"> <li>Able to work ONLY under the direct supervision of other leaders.</li> <li>Participate in planning with other leaders.</li> <li>Attend training courses, Group Councils, Seeonee or other meetings.</li> </ul>	Supervising Leader must hold a CoAA (Certificate of Adult Appointment) as a minimum.
Subject Matter Expert (SME)	<ul style="list-style-type: none"> <li>Able to run an activity where they hold qualifications in that activity area.</li> <li>Able to sign off on workbooks, where the same or higher qualification is held, can hold external VET qualifications.</li> </ul>	Supervising Leader must hold a CoAA (Certificate of Adult Appointment) as a minimum. Someone in the activity must hold a current first aid qualification
Major Event or Activity	<ul style="list-style-type: none"> <li>Generally, a Branch Scout Appointed Guide are required to run a Major Event or Activity.</li> <li>Due to the nature of a Major Event, and supervising those assisting, and the increased risk, a higher than normal qualification is required.</li> </ul>	Supervising Leader must hold a CoAA (Certificate of Adult Appointment) as a minimum. Someone in the activity must hold a current first aid qualification.

Pathway Groupings for Adventurous Activity						
Revision 2.4 - Updated 1st October 2020 - This document is part of the National Adventurous Activity Framework (NAAF) It is designed to provide members with an overview of the training requirements at each level, and should be read in conjunction with the NAAF policy document.						
NAAF Path	Old Terminology	Level 1	Level 2	Level 3	Level 4	Level 5
	New Progression	Safe Participant - SP	Trained participant - TP	Assistant Guide - AG	Guide - G	Activity Specialist - (Electives) - AS
		Entry level into adventurous activities qualifications - Can be either Scouting Skills or VET	A member who has undertaken basic training, and in some cases depending on risk and skill level lead an activity, within the NAAF framework. Refer to these documents for clarification	A member either Youth or Adult who has technical skills to assess planned activities and provide assistance to guides. A pathway step towards Guide. Refer to NAAF	A member who is over 18 years of age and holds CoAA, can Lead an activity	
VET		In the areas to the right, this indicates what CORE units are required for a Full certificate in Outdoor Recreation or Outdoor Leadership, they start at Trained Participant Level Units in Brown are Scout Included Units - Not part of the Core	4 Core Units are required for a Certificate II in Outdoor Recreation - 7 Electives they are in Green text below	9 Core Units are required for a Certificate III in Outdoor Leadership - 13 Electives they are in Violet text below between Assistant Guide & Guide - (WHS001 & FLD002 have been completed at Cert II Level)		12 Core Units are required for a Certificate IV in Outdoor Leadership - 15 Electives they are in Blue text below between Guide & Activity Specialist - (PUAJOPE013, FLD002, PLN001, PLN004, PLN005, & FAC001 have been completed at Cert II or Cert III Level)
CORE Across ALL Activity Areas		No Core Units at Level 1  While VET units are listed, our training at both Safe & Trained Participant is aligned to Scouting Skills, which will be recorded on your Branches membership system	<b>Certificate II Outdoor Recreation Program</b> Participate in Work Health & Safety - HLT WHS 001 Maintain sport, fitness and recreation industry knowledge SISXIND002 Assist in conducting recreation sessions SISXFLD001 Minimise environmental impact - SISOFLD002 Select Set-up & Operate a temporary or overnight Campsite SISOFLD003  While VET units are listed, our training at both Safe & Trained Participant is aligned to Scouting Skills, which will be recorded on your membership system.	<b>Assistant Guide Program</b> Operate Communications systems & equipment PUA OPE 013 Finalise operation of outdoor recreation activities - SISOPLN 001 Respond to emergency situations SISX EHR 001 Interpret weather and environmental conditions SISO PLN 005 Identify hazards assess and control risks for outdoor activities SISO PLN 004 Hold a Current First Aid Certificate - HLT AID 003  <b>VET Only Pathway</b>	<b>Guiding Adventure Program</b> Maintain equipment for activities - SISX FAC 001 Provide quality service - SISX CCS 001 Plan outdoor activity sessions SISO PLN 002 Facilitate groups - SISX CAI 006 Plan for minimal environmental impact - SISOPLN006 Provide work skill instruction - TAE DEL 301 Make a presentation - BSB CHM 401  <b>VET Only Pathway</b>	<b>Activity Specialist Program</b> Coordinate emergency responses - SISX EHR 002 Maintain work health and safety - HLT WHS 003 Conduct search & rescue - SISX RSC 001 Address client needs - SISX CCS 003 Wilderness First Aid Skill Set (3 Units)  <b>VET Only Pathway</b>
Core - Bushwalking	Bushwalking Tracked Environments	<b>Safe Participant - Tracked Environments</b> Bushwalk in tracked environments - SISO BWG 001	<b>Trained Participant - Tracked Environments</b> <b>Certificate II Outdoor Recreation Core Program</b> Navigate in tracked environments - SISOFLD 006 Add to log book from Safe Participant	<b>Assistant Guide - Tracked Environments</b> <b>Assistant Guide Core Program</b> No specific Bushwalking Units Add to log book from Trained Participant	<b>Guide - Tracked Environments</b> <b>Guide Essentials Program</b> Lead bushwalks in tracked environments - SISO BWG 005 Hold a Current First Aid Certificate - HLT AID 003	<b>Activity Specialist - Difficult Tracked Environments</b> Cross rivers during bushwalks SISO BWG 004
	Bushwalking Difficult Tracked and untracked Environments	No Safe Participant	<b>Trained Participant - Difficult Tracked Environments</b> Bushwalk in difficult tracked environments SISO BWG 002 Navigate in difficult tracked environments SISO FLD 007 Hold a Current First Aid Certificate - HLT AID 003	<b>Assistant Guide - Difficult Tracked Environments</b> Conduct search and rescue SISO RSC 001 Provide first aid in remote locations - SISO FLD 004	<b>Guide - Difficult Tracked Environments - G-DT</b> Lead bushwalks in Difficult tracked environments SISO BWG 006 Wilderness First Aid Skill Set (3 Units)	<b>Activity Specialist - Extremely Difficult Tracked &amp; Untracked Environments</b> Lead bushwalks in extremely Difficult tracked & untracked environments SISO BWG 007 Bushwalk in extremely difficult tracked & untracked environments SISO BWG 003 Navigate in extremely difficult tracked & untracked environments SISOFLD 008
	Survival	<b>Safe Participant - Survival</b> No VET Units Internal AT & D Program	<b>Trained Participant - Survival</b> <b>Certificate II Outdoor Recreation Core Program</b> No VET Units Internal AT & D Program	<b>Assistant Guide - Survival</b> <b>Assistant Guide Core Program</b> No VET Units Internal AT & D Program	<b>Guide - Survival</b> <b>Guide Essentials Program</b> No VET Units Internal AT & D Program	
	Pioneering	<b>Safe Participant - Pioneering</b> No VET Units Internal AT & D Program	<b>Trained Participant - Pioneering</b> <b>Certificate II Outdoor Recreation Core Program</b> No VET Units Internal AT & D Program	<b>Assistant Guide - Pioneering</b> <b>Assistant Guide Core Program</b> No VET Units Internal AT & D Program	<b>Guide - Pioneering</b> <b>Guide Essentials Program</b> No VET Units Internal AT & D Program	
Alpine	Cross Country Skiing DAY Tour Patrolled areas	<b>Safe Participant - Cross Country Skiing</b> Ski on easy cross country terrain - SISO SKT 001	<b>Trained Participant - Cross Country Skiing</b> <b>Certificate II Outdoor Recreation Core Program</b> Navigate in tracked environments - SISO FLD 006	<b>Assistant Guide - Cross Country Skiing</b> <b>Assistant Guide Core Program</b> Use snowcraft skills for alpine touring - SISO SKT 003	<b>Guide - Cross Country Skiing - Day</b> <b>Guide Essentials Program</b> Lead skiing activities on easy cross country terrain - SISO SKT 004 Hold a Current First Aid Certificate - HLT AID 003	
	Cross Country Skiing Overnight or Unpatrolled areas	No Safe Participant	<b>Trained Participant - Cross Country Skiing</b> <b>Certificate II Outdoor Recreation Core Program</b> Ski on intermediate cross country terrain - SISO SKT 002	<b>Assistant Guide - Cross Country Skiing</b> <b>Assistant Guide Core Program</b> Navigate in difficult tracked environments SISOFLD007 Provide first aid in remote locations - SISO FLD 004	<b>Guide - Cross Country Skiing - Overnight</b> <b>Guide Essentials Program</b> Lead skiing activities on intermediate cross country terrain - SISO SKT 005 Wilderness First Aid Skill Set (3 Units)	
	Snow Shoeing	<b>Safe Participant - Snow Shoeing - Day Tour</b> Bushwalk in tracked environments - SISO BWG001 Internal AT & D Program SP	<b>Trained Participant - Snow Shoeing - Day Tour</b> <b>Certificate II Outdoor Recreation Core Program</b> Navigate in tracked environments -SISOFLD006 Hold a Current First Aid Certificate - HLT AID 003 Internal AT & D Program TP	<b>Assistant Guide - Snow Shoeing - Overnight</b> <b>Assistant Guide Core Program</b> Use snowcraft skills for alpine touring - SISO SKT 003 Navigate in difficult tracked environments SISOFLD007 Provide first aid in remote locations - SISO FLD 004	<b>Guide - Snow Shoeing - Overnight</b> <b>Guide Essentials Program</b> Lead bushwalks in Difficult tracked environments SISO BWG 006 Internal AT & D Program Wilderness First Aid Skill Set (3 Units)	<b>Activity Specialist - Snow Shoeing - Overnight</b> Lead bushwalks in extremely Difficult tracked & untracked environments SISO BWG 007 Bushwalk in extremely difficult tracked & untracked environments SISO BWG 003 Navigate in extremely difficult tracked & untracked environments SISOFLD 008
	General Alpine Downhill & Boarding	<b>Safe Participant - Alpine</b> Internal AT & D Program SP	<b>Trained Participant - Alpine</b> <b>Certificate II Outdoor Recreation Core Program</b> Internal AT & D Program TP	<b>Assistant Guide - Alpine</b> <b>Assistant Guide Core Program</b> Internal AT & D Program	<b>Guide - Snow Shoeing</b> <b>Guide Essentials Program</b> Use snowcraft skills for alpine touring - SISO SKT 003	
Cycling	Cycling On Road	<b>Safe Participant - Cycling On Road</b> Set up, maintain and repair bicycles - SISOCT001	<b>Trained Participant - Cycling On Road</b> <b>Certificate II Outdoor Recreation Core Program</b> Ride bicycles on roads and pathways, easy conditions - SISOCT002 Plan and navigate routes - TLIH 3002	<b>Assistant Guide - Cycling On Road</b> <b>Assistant Guide Core Program</b> No specific Cycling Units Add to log book from Trained Participant	<b>Guide - Cycling On Road</b> <b>Guide Essentials Program</b> Lead cycling activities on roads and pathways - SISO CYT 006 Hold a Current First Aid Certificate - HLT AID 003	<b>Activity Specialist - Cycling On Road</b> Lead cycling activities on roads up to moderate terrain and heavy traffic - SISOCT007
	Cycling Off Road	<b>Safe Participant - Cycling Off Road</b> Set up, maintain and repair bicycles - SISOCT001	<b>Trained Participant - Cycling Off Road</b> <b>Certificate II Outdoor Recreation Core Program</b> Ride off road bicycles on easy trails - SISOCT004 Navigate in tracked environments - SISOFLD 006	<b>Assistant Guide - Cycling Off Road</b> <b>Assistant Guide Core Program</b> Hold a Current First Aid Certificate - HLT AID 003 Add to log book from Trained Participant	<b>Guide - Cycling Off Road</b> <b>Guide Essentials Program</b> Lead off road cycling activities on easy trails - SISOCT008 Provide first aid in remote locations - SISO FLD 004	<b>Activity Specialist - Cycling Off Road</b> Ride off road bicycles on intermediate trails - SISOCT005 Lead off road cycling activities on intermediate trails - SISOCT009 Navigate in difficult tracked environments SISO FLD 007
	Abseiling Artificial	<b>Safe Participant - Abseiling Artificial</b> Abseil single pitches using fundamental skills -SISOABS001	<b>Trained Participant - Abseiling Artificial</b> <b>Certificate II Outdoor Recreation Core Program</b> Abseil single pitches, artificial surfaces - SISOABS002	<b>Assistant Guide - Abseiling Artificial</b> <b>Assistant Guide Core Program</b> Establish ropes for single pitch abseiling on artificial surfaces - SISOABS005 Add to log book from Safe Participant	<b>Guide - Abseiling Artificial</b> <b>Guide Essentials Program</b> Lead single pitch abseiling activities on artificial surfaces - SISOABS008 Hold a Current First Aid Certificate - HLT AID 003	
	Abseiling Natural	<b>Safe Participant - Abseiling Natural</b> Abseil single pitches using fundamental skills -SISOABS001	<b>Trained Participant - Abseiling Natural</b> <b>Certificate II Outdoor Recreation Core Program</b> Abseil single pitches, natural surfaces - SISOABS003 Establish ropes for single pitch abseiling on natural surfaces - SISOABS006 Navigate in tracked environments - SISO FLD 006	<b>Assistant Guide - Abseiling Natural</b> <b>Assistant Guide Core Program</b> Perform vertical rescues - SISO RSC002 Add to log book from Safe Participant	<b>Guide - Abseiling Natural</b> <b>Guide Essentials Program</b> Lead single pitch abseiling activities on natural surfaces - SISOABS009 Hold a Current First Aid Certificate - HLT AID 003	
	Abseiling Pitch Multi Natural	<b>Safe Participant - Abseiling Multi Pitch Natural</b> Abseil multi pitches, natural surfaces - SISOABS004	<b>Trained Participant - Abseiling Multi Pitch Natural</b> <b>Certificate II Outdoor Recreation Core Program</b> Establish ropes for multi pitch abseiling on natural surfaces - SISOABS007 Navigate in tracked environments - SISO FLD 006	<b>Assistant Guide - Abseiling Multi Pitch Natural</b> <b>Assistant Guide Core Program</b> Perform complex vertical rescues - SISO RSC003 Add to log book from Safe Participant	<b>Guide - Abseiling Multi Pitch Natural</b> <b>Guide Essentials Program</b> Lead multi pitch abseiling activities on natural surfaces - SISOABS010 Wilderness First Aid Skill Set (3 Units)	

<div></div> <div>Vertical</div> <div></div> <div></div>	<div><div>Canyoning</div><div>Easy to Intermediate</div></div>	<div><b>Safe Participant - Canyoning Easy to Intermediate</b> Traverse canyons - SISOCAY001 Bushwalk in tracked environments - SISOBWG001 Navigate in tracked environments - SISOFLD006</div>	<div><b>Trained Participant - Canyoning Easy to Intermediate</b> <b>Certificate II Outdoor Recreation Core Program</b> Abseil in easy to intermediate canyons - SISOCAY002 Establish ropes and belays for abseils in easy to intermediate canyons-SISOCAY004</div>	<div><b>Assistant Guide - Canyoning Easy to Intermediate</b> <b>Assistant Guide Core Program</b> Navigate in difficult tracked environments - SISOFLD007 Perform vertical rescues - SISORSC002 Perform basic water rescues - SISCAQU002</div>	<div><b>Guide - Canyoning Easy to Intermediate</b> <b>Guide Essentials Program</b> Lead canyoning activities, easy to intermediate canyons - SISOCAY006 Provide first aid in remote locations - SISO FLD 004</div>	
	<div><div>Canyoning</div><div>Intermediate to Advanced</div></div>	<div><b>Safe Participant - Canyoning Intermediate to Advanced</b> Abseil in intermediate to advanced canyons - SISOCAY003 Bushwalk in tracked environments - SISOBWG001 Navigate in difficult tracked environments - SISOFLD007</div>	<div><b>Trained Participant - Canyoning Intermediate to Advanced</b> <b>Certificate II Outdoor Recreation Core Program</b> Establish ropes and belays for abseils in intermediate to advanced canyons-SISOCAY005 Hold a Current First Aid Certificate - HLT AID 003</div>	<div><b>Assistant Guide - Canyoning Intermediate to Advanced</b> <b>Assistant Guide Core Program</b> Perform complex vertical rescues - SISORSC003 Perform basic water rescues - SISCAQU002</div>	<div><b>Guide - Canyoning Intermediate to Advanced</b> <b>Guide Essentials Program</b> Lead canyoning activities, intermediate to advanced canyons - SISOCAY007 Perform complex vertical rescues - SISORSC003 First Aid Skill Set (3 Units) Wilderness</div>	
	<div><div>Caving</div></div>	<div><b>Safe Participant - Caving</b> Traverse caves -SISOCVE001</div>	<div><b>Trained Participant - Caving</b> <b>Certificate II Outdoor Recreation Core Program</b> Descend and ascend ladders in caves - SISOCVE002 Abseil single pitches in caves -SISOCVE003</div>	<div><b>Assistant Guide - Caving</b> <b>Assistant Guide Core Program</b> Descend and ascend single ropes in caves - SISOCVE004 Establish ropes, ladders and belays for caving - SISOCVE005 Perform vertical rescue- SISORSC002</div>	<div><b>Guide - Caving</b> <b>Guide Essentials Program</b> Lead caving activities - SISOCVE006 Provide first aid in remote locations - SISO FLD 004</div>	<div><b>Activity Specialist - Caving</b> Perform complex vertical rescues - SISORSC003</div>
	<div><div>Climbing</div><div>Top Rope</div><div>Artificial</div></div>	<div><b>Safe Participant - Climbing Top Rope Artificial</b> Top rope climb single pitches, artificial surfaces -SISOCLM001</div>	<div><b>Trained Participant - Climbing Top Rope Artificial</b> <b>Certificate II Outdoor Recreation Core Program</b> Establish belays for single pitch climbing on artificial surfaces - SISOCLM005</div>	<div><b>Assistant Guide - Climbing Top Rope Artificial</b> <b>Assistant Guide Core Program</b> No specific Climbing Units Add to log book from Safe Participant</div>	<div><b>Guide - Climbing Top Rope Artificial</b> <b>Guide Essentials Program</b> Lead single pitch climbing activities on artificial surfaces, top rope climbing - SISOCLM008 Hold a Current First Aid Certificate - HLT AID 003</div>	
	<div><div>Climbing</div><div>Top rope</div><div>Natural</div></div>	<div><b>Safe Participant - Climbing Top Rope Natural</b> Top rope climb single pitches, natural surfaces -SISOCLM002</div>	<div><b>Trained Participant - Climbing Top Rope Natural</b> <b>Certificate II Outdoor Recreation Core Program</b> Establish belays for single pitch climbing on natural surfaces - SISOCLM006 Navigate in tracked environments - SISOFLD006</div>	<div><b>Assistant Guide - Climbing Top Rope Natural</b> <b>Assistant Guide Core Program</b> Perform vertical rescues - SISORSC002 log book from Safe Participant</div>	<div><b>Guide - Climbing Top Rope Natural</b> <b>Guide Essentials Program</b> Lead single pitch climbing activities on natural surfaces, top rope climbing - SISOCLM009 Hold a Current First Aid Certificate - HLT AID 003</div>	
	<div><div>Climbing</div><div>Lead</div><div>Single Pitch</div></div>	<div><b>Safe Participant - Climbing Lead Single Pitch</b> Lead climb single pitches, natural surfaces - SISOCLM003</div>	<div><b>Trained Participant - Climbing Lead Single Pitch</b> <b>Certificate II Outdoor Recreation Core Program</b> Establish belays for single pitch climbing on natural surfaces - SISOCLM006 Navigate in tracked environments - SISOFLD006</div>	<div><b>Assistant Guide - Climbing Lead Single Pitch</b> <b>Assistant Guide Core Program</b> Perform vertical rescues - SISORSC002 log book from Safe Participant</div>	<div><b>Guide - Climbing Lead Single Pitch</b> <b>Guide Essentials Program</b> Lead single pitch climbing activities on natural surfaces, lead climbing - SISOCLM010 Hold a Current First Aid Certificate - HLT AID 003</div>	
	<div><div>Climbing</div><div>Lead</div><div>Multi Pitch</div></div>	<div><b>Safe Participant - Climbing Lead Multi Pitch</b> Lead climb multi pitches, natural surfaces - SISOCLM004 Navigate in tracked environments - FLD 006</div>	<div><b>Trained Participant - Climbing Lead Multi Pitch</b> <b>Certificate II Outdoor Recreation Core Program</b> Establish belays for multi pitch climbing on natural surfaces - SISOCLM007</div>	<div><b>Assistant Guide - Climbing Lead Multi Pitch</b> <b>Assistant Guide Core Program</b> Navigate in difficult tracked environments - SISOFLD007 Perform complex vertical rescues - SISORSC003</div>	<div><b>Guide - Climbing Lead Multi Pitch</b> <b>Guide Essentials Program</b> Lead multi pitch climbing activities on natural surfaces, lead climbing - SISOCLM011 Provide first aid in remote locations - SISO FLD 004</div>	
<div></div> <div>Water Activities</div> <div></div>	<div><div>Canoeing</div><div>Flat Water</div></div>	<div><b>Safe Participant - Paddling Flat Water</b> Paddle a craft using fundamental skills - SISOCNE001</div>	<div><b>Trained Participant - Canoeing Flat Water</b> <b>Certificate II Outdoor Recreation Core Program</b> Paddle a canoe on inland flatwater - SISOCNE002 Navigate in tracked environments - SISOFLD006</div>	<div><b>Assistant Guide - Canoeing Flat Water</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005 Perform basic water rescues - SISCAQU002</div>	<div><b>Guide - Canoeing Inland Flat Water</b> <b>Guide Essentials Program</b> Lead canoeing activities on inland Flat Water - SISOCNE005</div>	
	<div><div>Canoeing</div><div>Moving Water</div><div>Graded</div></div>	<div><b>Safe Participant - Moving Water Grade 1</b> Paddle a canoe on moving water up to grade 1 rivers - SISOCNE003</div>	<div><b>Trained Participant - Moving Water Grade 2</b> Paddle a canoe on grade 2 rivers - SISOCNE004 Self rescue in white water - SISORSC004</div>	<div><b>Assistant Guide Canoeing- White Water Grade 1</b> Lead canoeing activities on moving water up to grade 1 rivers - SISOCNE006 Add to log book from Trained Participant</div>	<div><b>Guide - Canoeing White Water Grade 2</b> <b>Guide Essentials Program</b> Lead canoeing activities on grade 2 rivers - SISOCNE007 Rescue others in white water - SISORSC005</div>	<div><b>Activity Specialist Canoeing - White Water - AS-WW</b> Lead and participate in complex white water rescues - SISORSC006 Lead canoeing activities on grade 2 rivers - SISOCNE007</div>
	<div><div>Kayaking</div><div>Flat Water</div></div>	<div><b>Safe Participant - Paddling Flat Water</b> Paddle a craft using fundamental skills - SISOCNE001</div>	<div><b>Trained Participant - Kayaking Flat Water</b> <b>Certificate II Outdoor Recreation Core Program</b> Paddle a kayak on inland flatwater - SISOKYK001 Navigate in tracked environments - SISOFLD006</div>	<div><b>Assistant Guide - Kayaking Inland Flat Water</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005 Perform basic water rescues - SISCAQU002</div>	<div><b>Guide - Kayaking Inland Flat Water</b> <b>Guide Essentials Program</b> Lead Kayaking activities on inland Flat Water - SISOKYK005</div>	<div><b>Activity Specialist Kayaking WW1 - White Water - ASWW1</b> Lead kayaking activities on moving water up to grade 1 rivers - SISOKYK006 Rescue others in white water - SISORSC004</div>
	<div><div>Kayaking</div><div>Moving Water</div><div>Graded</div></div>	<div><b>Safe Participant - Moving Water Grade 1</b> Paddle a kayak on moving water up to grade 1 rivers - SISOKYK002</div>	<div><b>Trained Participant - Moving Water Grade 2</b> <b>Certificate II Outdoor Recreation Core Program</b> Paddle a kayak on grade 2 rivers - SISOKYK003 Self rescue in white water - SISORSC004</div>	<div><b>Assistant Guide - Kayaking White Water Grade 1</b> <b>Assistant Guide Core Program</b> Provide first aid in remote locations - SISO FLD 004 Add to log book from Trained Participant</div>	<div><b>Guide - Kayaking White Water Grade 2</b> <b>Guide Essentials Program</b> Lead kayaking activities on grade 2 rivers - SISOKYK007 Rescue others in white water - SISORSC005</div>	<div><b>Activity Specialist Kayaking WW2 - White Water - ASWW2</b> Lead and participate in complex white water rescues - SISORSC006 Lead kayaking activities on grade 2 rivers - SISOCNE007</div>
	<div><div>Sea Kayaking</div></div>	<div><b>Safe Participant - Sea Kayaking Enclosed Water</b> Paddle a sea kayak in enclosed waters - SISOKYS001</div>	<div><b>Trained Participant - Sea Kayaking Enclosed Water</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic water rescues - SISCAQU002</div>	<div><b>Assistant Guide - Sea Kayaking Enclosed Water</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005 Add to log book from Trained Participant</div>	<div><b>Guide - Sea Kayaking Enclosed Water</b> <b>Guide Essentials Program</b> Lead Sea Kayaking activities in enclosed Water - SISOKYS004</div>	
	<div><div>Sea Kayaking</div><div>Sheltered &amp; Exposed Waters</div></div>	<div><b>Safe Participant - Sea Kayaking Sheltered Water</b> Paddle a sea kayak in sheltered Coastal waters - SISOKYS002</div>	<div><b>Trained Participant - Sea Kayaking Sheltered Water</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic water rescues - SISCAQU002</div>	<div><b>Assistant Guide - Sea Kayaking Sheltered Water</b> <b>Assistant Guide Core Program</b> Provide first aid in remote locations - SISO FLD 004 Navigate waterway courses SISO FLD 005 Add to log book from Trained Participant</div>	<div><b>Guide - Sea Kayaking Sheltered Coastal Water</b> <b>Guide Essentials Program</b> Lead sea kayaking activities in sheltered coastal waters - SISOKYS005</div>	<div><b>Activity Specialist - Sea Kayaking Exposed Coastal Water</b> Lead sea kayaking activities in exposed coastal waters - SISOKYS006</div>
	<div><div>Stand Up Paddle</div><div>Inland Flat Water</div></div>	<div><b>Safe Participant - Stand Up Paddle</b> Paddle a stand up board on inland flatwater - SISOSUP001</div>	<div><b>Trained Participant - Stand Up Paddle</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic water rescues - SISCAQU002</div>	<div><b>Assistant Guide - Stand Up Paddle</b> <b>Assistant Guide Core Program</b> No specific Stand Up Paddle Units Add to log book from Trained Participant</div>	<div><b>Guide - Stand Up Paddle</b> <b>Guide Essentials Program</b> Lead stand up paddle board activities on inland flatwater - SISOSUP004</div>	
	<div><div>Stand Up Paddle</div><div>Small Waves</div></div>	<div><b>Safe Participant - Stand Up Paddle - Small Waves</b> Paddle a stand up board in small waves - SISOSUP002</div>	<div><b>Trained Participant - Stand Up Paddle - Small Waves</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic water rescues - SISCAQU002</div>	<div><b>Assistant Guide - Stand Up Paddle - Small Waves</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005 Add to log book from Trained Participant</div>	<div><b>Guide - Stand Up Paddle - Small Waves</b> <b>Guide Essentials Program</b> Lead stand up paddle boarding activities on small waves - SISOSUP005</div>	
	<div><div>Stand Up Paddle</div><div>Sheltered Coastal</div></div>	<div><b>Safe Participant - Stand Up Paddle - Sheltered Coastal</b> Paddle a stand up board in sheltered coastal waters - SISOSUP003</div>	<div><b>Trained Participant - Stand Up Paddle - Sheltered Coastal</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic surf rescues - SISORSC007</div>	<div><b>Assistant Guide - Stand Up Paddle - Sheltered Coastal</b> <b>Assistant Guide Core Program</b> Provide first aid in remote locations - SISO FLD 004 Add to log book from Trained Participant</div>	<div><b>Guide - Stand Up Paddle - Sheltered Coastal</b> <b>Guide Essentials Program</b> Lead stand up paddle boarding activities in sheltered coastal waters SISOSUP006</div>	



AQUATICS - W  		<b>Safe Participant - Windsurfing in light wind</b> Windsurf in smooth water and light wind conditions - SISOWIN001	<b>Trained Participant - Windsurfing</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic water rescues - SISCAQU002	<b>Assistant Guide - Windsurfing</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005 Add to log book from Trained Participant	<b>Guide - Windsurfing</b> <b>Guide Essentials Program</b> Lead windsurfing activities in smooth water and light wind conditions - SISOWIN002 Plus - Assistant Guide - Power Boating	
	<b>Sailing Small Boats</b> <b>Smooth &amp; Partially Smooth</b>	<b>Safe Participant - Sailing light to Moderate</b> Sail small boats in smooth water and light to moderate wind conditions - SISOSAI001	<b>Trained Participant - Sailing Moderate to Fresh</b> <b>Certificate II Outdoor Recreation Core Program</b> Sail small boats in partially smooth water and moderate to fresh wind conditions - SISOSAI002	<b>Assistant Guide - Sailing</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005 Add to log book from Trained Participant	<b>Guide Sailing- Light to Moderate Wind conditions</b> <b>Guide Essentials Program</b> Lead sailing activities in smooth water light to moderate wind conditions - SISOSAI004 Plus - Assistant Guide - Power Boating	<b>Activity Specialist Sailing- Moderate to Fresh Wind conditions</b> Lead sailing activities in partially smooth water moderate to fresh wind conditions - SISOSAI005
	<b>Sailing Small Boats</b> <b>Open Coastal</b>	No Safe Participant	<b>Trained Participant - Sailing Moderate to Fresh</b> Sail small boats in open coastal water and moderate wind conditions - SISOSAI003	<b>Assistant Guide - Sailing</b> <b>Assistant Guide Core Program</b> No specific Sailing Units Add to log book from Trained Participant	<b>Guide Sailing - Open Coastal</b> <b>Guide Essentials Program</b> Lead sailing activities in open coastal waters and moderate wind conditions - SISOSAI006 Plus - Assistant Guide - Power Boating	
	<b>Snorkelling</b>	<b>Safe Participant - Snorkelling</b> Snorkel - SISOSNK001	<b>Trained Participant - Snorkelling</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic water rescues - SISCAQU002	<b>Assistant Guide - Snorkelling</b> <b>Assistant Guide Core Program</b> Add to log book from Trained Participant	<b>Guide - Snorkelling</b> <b>Guide Essentials Program</b> Lead Snorkelling activities - SISOSNK002	
	<b>Surfing</b> <b>Basic</b>	<b>Safe Participant - Surfing</b> Surf small waves using basic manoeuvres - SISOSRF001	<b>Trained Participant - Surfing</b> <b>Certificate II Outdoor Recreation Core Program</b> Perform basic surf rescues - SISORS007	<b>Assistant Guide - Surfing</b> <b>Assistant Guide Core Program</b> No specific Surfing Units Add to log book from Trained Participant	<b>Guide - Surfing</b> <b>Guide Essentials Program</b> Lead surfing activities, small waves and basic manoeuvres - SISOSRF004	<b>Activity Specialist - Intermediate Surfing</b> Lead surfing activities, intermediate manoeuvres - SISOSRF005
	<b>Surfing</b> <b>Intermediate &amp; Advanced</b>	No Safe Participant	<b>Trained Participant - Intermediate Surfing</b> <b>Certificate II Outdoor Recreation Core Program</b> Surf waves using intermediate manoeuvres - SISOSRF002	<b>Assistant Guide - Advanced Surfing</b> <b>Assistant Guide Core Program</b> Surf waves using advanced manoeuvres - SISOSRF003	<b>Guide - Advanced Surfing</b> Lead surfing activities, advanced manoeuvres - SISOSRF006	
	<b>Power Boating</b>	<b>Safe Participant - Power Boating</b> Relevant State/Territory Boat Licence	<b>Trained Participant - Power Boating</b> <b>Certificate II Outdoor Recreation Core Program</b> Carry out trip preparation and planning - MEM 50008B Safely operate a mechanically powered recreational boat - MEM 50009B Respond to boating emergencies and incidents - MEM50010B <b>or Aust Sailing Power Boat Handling Certificate</b>	<b>Assistant Guide - Power Boating</b> <b>Assistant Guide Core Program</b> AT&D - Internal Safety Boat Program <b>or Aust Sailing Safety Boat Certificate</b>	<b>Guide - Power Boating</b> VHF radio operators course - MARC021	
	<b>Personal Water Craft</b>	<b>Safe Participant - Personal Water Craft</b> Ride personal watercraft in smooth water conditions - SISOPWC001	<b>Trained Participant - Personal Water Craft</b> <b>Certificate II Outdoor Recreation Core Program</b> Ride personal watercraft in slight water conditions - SISOPWC002	<b>Assistant Guide - Personal Water Craft</b> <b>Assistant Guide Core Program</b> Navigate waterway courses SISO FLD 005	<b>Guide - Personal Water Craft</b> Lead personal watercraft activities in smooth water conditions - SISOPWC003	<b>Activity Specialist - Personal Water Craft</b> Lead personal water craft activities in slight water conditions - SISOPWC004
	<b>Scuba</b>	No Safe Participant <i>Have completed a recognised course or equivalent</i> Stage 7 OAS -Open Water Stage 8 OAS - Advanced Open Water Stage 9 OAS - Dive Master	<b>Open Water Dive Card</b> SCUBA dive in open water to a maximum depth of 18 metres - SISOSCB001 Perform basic water rescues - SISCAQU002	<b>Advanced Open Water Dive Card</b> Navigate prescribed routes underwater - SISOSCB004 Complete underwater search and recovery dives - SISOSCB005 SCUBA dive to depths between 18 and 40 metres - SISOSCB009 Scuba dive from boats - SISOSCB002 Scuba dive at night - SISOSCB003 Perform diver rescues - SISOSCB006	<b>DiveMaster - Dive Card</b> Lead SCUBA diving activities - SISOSCB010	
<b>Four Wheel Driving</b>	<b>Four Wheel Driving</b>	<b>Safe Participant -Four Wheel Driving</b> Drive AWD/4WD vehicles on unsealed roads - SISODRV001	<b>Trained Participant -Four Wheel Driving</b> <b>Certificate II Outdoor Recreation Core Program</b> Plan and navigate routes - TLJH 3002 Carry out vehicle inspection - TLIB0002 Operate four wheel drive vehicle - TLIC2025	<b>Assistant Guide - Four Wheel Driving</b> <b>Assistant Guide Core Program</b> Recover Four wheel drive vehicles - FWPCOT3260 Navigate in Urban, Regional & Remote areas - MSSO24023	<b>Guide - Four Wheel Driving</b> <b>Guide Essentials Program</b> Lead four wheel driving activities - SISODRV002 Hold a Current First Aid Certificate - HLT AID 003	<b>Activity Specialist - Four Wheel Driving</b> Carry out vehicle servicing & maintenance - TLIB2003
<b>Archery</b>	<b>Archery</b>	<b>Safe Participant - Archery</b> ATD - Archery SP No VET Outcome	<b>Trained Participant - Archery</b> <b>Certificate II Outdoor Recreation Core Program</b> ATD - Archery TP No VET Outcome	<b>Assistant Guide - Archery</b> <b>Assistant Guide Core Program</b> No specific Archery Units Add to log book from Safe Participant	<b>Guide - Archery</b> <b>Guide Essentials Program</b> Lead archery sessions - SISOARC001 Hold a Current First Aid Certificate - HLT AID 003	
<b>Fishing</b>	<b>Fishing</b>	<b>Safe Participant - Fishing</b> Locate attract and catch fish -SISOFSH001	<b>Trained Participant - Fishing</b> <b>Certificate II Outdoor Recreation Core Program</b> Select and catch bait - SISOFSH002 Perform basic water rescues - SISCAQU002	<b>Assistant Guide - Fishing</b> <b>Assistant Guide Core Program</b> Select and rig tackle outfits - SISOFSH003 Navigate in tracked environments - SISOFLD006	<b>Guide - Fishing</b> <b>Guide Essentials Program</b> Lead fishing activities - SISOFSH004 Hold a Current First Aid Certificate - HLT AID 003	
<b>Challenge Course</b>	<b>Low &amp; High Elements</b>	<b>Safe Participant - Challenge Ropes</b> Internal AT & D Programm SP	<b>Trained Participant - Challenge Ropes</b> <b>Certificate II Outdoor Recreation Core Program</b> Internal AT & D Programm TP	<b>Assistant Guide - Challenge Ropes</b> <b>Assistant Guide Core Program</b> Lead adventure-based learning activities - SISOABL001	<b>Guide - Challenge Ropes</b> <b>Guide Essentials Program</b> Lead challenge course sessions, low elements - SISOCHC001	<b>Activity Specialist Challenge Ropes</b> Lead challenge course sessions, High elements - SISOCHC003
	<b>Low &amp; High Elements</b>	No Safe Participant	No Trained Participant	<b>Assistant Guide - Challenge Ropes IV</b> Facilitate adventure-based learning activities - SISOABLO02 Lead adventure-based learning activities - SISOABLO02	<b>Guide - Challenge Ropes IV</b> <b>Guide Essentials Program</b> Lead challenge course sessions, low elements - SISOCHC001 Set up and supervise challenge course sessions, low elements - SISOCHC002	<b>Activity Specialist Challenge Ropes IV</b> Lead challenge course sessions, High elements - SISOCHC003 Set up and supervise challenge course sessions, high elements - SISOCHC004
<b>Horse Riding</b>	<b>Horse Riding</b>	<b>Safe Participant - Horse Riding</b> Handle Horses - SISOEQU001 Ride horses using fundamental skills - SISEEQU002	<b>Trained Participant - Horse Riding</b> <b>Certificate II Outdoor Recreation Core Program</b> Ride horses on tracked trail rides - SISOEQU003 Navigate in tracked environments - SISOFLD006	<b>Assistant Guide - Horse Riding</b> <b>Assistant Guide Core Program</b> Ride horses on untracked trail rides - SISOEQU004	<b>Guide - Horse Riding</b> <b>Guide Essentials Program</b> Provide first aid & emergency care for horses or other equines - RGPSP308 Identify hazards, assess and control safety risks for horses handling - SISOEQU010 Guide horses on tracked trail rides with - SISOEQU005	<b>Activity Specialist Horse Riding</b> Navigate in extremely difficult tracked & untracked environments FLD 008 Manage horse illness and injury in remote areas - SISOEQU011



# Region Adventurous Activities Team

Meets as required &/or at Region Commissioners Conferences

- > Abseiling, Canyoning, Caving, Climbing
- > Air Activities
- > Archery
- > Bushwalking
- > Canoeing, Kayaking, Rafting
- > Cross Country Skiing, Downhill Skiing, Snowboarding, Snow Camping, Snow Shoeing
- > Cycling & Mountain Biking
- > Flying Fox
- > Four Wheel Driving (4WD)
- > High Ropes & Low Ropes
- > Scuba Diving & Snorkeling
- > Surfing, Sailing, Windsurfing
- > Water Skiing & Wakeboarding
- > Adventurous Activities Training: Safe Participant (SP), Trained Participant (TP), Assistant Guide (AG), Guide (G) & Activity Specialist (AS).
- > National Adventurous Activities Framework (NAAF).

Region Commissioner Adventurous Activities (Chair)	vacant
Region Leader Activities (Archery)	Robert Halley
Region Leader Activities (Abseiling, Caving, Bushwalking)	Rob Hatton
Region Leader Activities (Sailing)	Doug MacKinnon
Region Leader Activities (Flying Fox, Pioneering)	Wayne McGeorge
Region Leader Activities (Abseiling, Caving, Bushwalking, Canyoning)	Daniel Seddon-Powell
SL, 1 <sup>st</sup> West Wollongong (Bushwalking, Archery, Canoeing, Kayaking)	John Latham
1 <sup>st</sup> Figtree Rovers (Canoeing, Kayaking)	Sophie Bean
GL, 1 <sup>st</sup> Jerrabomberra (Bushwalking)	Mic Doyle
AGL, 1 <sup>st</sup> West Wollongong (4WD)	Adam Kelly
SL, 1 <sup>st</sup> Austinmer (Abseiling, Alpine, Bushwalking, Canyoning, Caving)	Greg Pearce
SL, 1 <sup>st</sup> Illaroo (Sailing)	Stephen Phelps
Subject Matter Expert (Alpine)	Tony Cowcher
District Leader Adventurous Activities, Illawarra South	David Rosete Wilhelmus Alards
District Leader Adventurous Activities, Keirawarra	vacant
District Leader Adventurous Activities, Shoalhaven	vacant
District Leader Adventurous Activities, Southern Coast	vacant
District Leader Adventurous Activities, Southern Ranges	vacant





**SEEK ADVENTURE.  
SCOUT.**



# South Coast & Tablelands Region Calendar 2021 - 2022



Region Meetings, Conferences & Presentations	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Region Annual Report Presentation (TBC)						20										
Region Adult Recognition Awards Presentation (Mt Keira Scout Camp Lodge)									2							
Region Executive Committee (4 <sup>th</sup> Thursday, odd months)	28		25		27		22		23		25		27		24	
Region Finance Committee (3 <sup>rd</sup> Wednesday, odd months)					19		21		15		17		19		16	
Region Property Committee (3 <sup>rd</sup> Wednesday, even months)		17		21		16		18		20		15		16		
Mt Keira Scout Camp Management Committee (3 <sup>rd</sup> Thursday, odd months)	21		18		20		15		16		18		20		17	
Mt Keira Scout Camp DCW Meeting (1 <sup>st</sup> Thursday, odd months)	7		4		6		1		2		4		6		3	
Bengalee Scout Camp Management Committee (3 <sup>rd</sup> Monday Feb/May/Aug/Nov)		15			17			16			22			21		
Region Senior Leadership Team (2 <sup>nd</sup> Thursday)	14	11	11	8	13	10	8	12	9	14	11	9		10	10	
Region Commissioners Conference (Mt Keira Scout Camp)	24 Region Office		20-21			26-27			18-19				29 Region Office			2-3
Region Youth Program Team (@ Region Commissioners Conference)						27			19							3
Region Adventurous Activities Team (@ Region Commissioners Conference)						27			19							3
Region Training Team (@ Region Commissioners Conference)						27			19							3
Region Group Leaders Conference (Camp Cottermouth, ACT)											5-7					
<b>Illawarra South District</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Illawarra South District Council (3 <sup>rd</sup> Thursday, even months @ Boonerah Point)		18		15		17		19		21		16		17		21
Illawarra South District Leaders Kick-off Meeting														TBC		
<b>Keirawarra District</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Keirawarra District Council (2 <sup>nd</sup> Thursday, odd months, 7.30pm)	14		11		13		8		9		11		13		10	
Keirawarra District combined Leaders meeting (Bulli Scout Hall)	31															
<b>Shoalhaven District</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Shoalhaven District Council (1 <sup>st</sup> Monday, monthly, 7.00pm)		8	8	12	3		5	2	6	4	1	6		7	7	4
<b>Southern Coast District</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Southern Coast District Council																
<b>Southern Ranges District</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Southern Ranges District Leadership Team (1 <sup>st</sup> Tuesday) (DC, ADC's & District Leaders)		2	2	12	3	7	5	2	6	11	1	6				
Southern Ranges District Group Support Meeting (GL's, LIC's & Group Committee Chairs)	27	24		28		23		25		27						
Southern Ranges District Training Day (Wandarrah, Seonee, Mindari, Venturer Unit Council)	31			18			11									
Southern Ranges District Camp						12-14										



# South Coast & Tablelands Region Calendar 2021 - 2022

Youth Engagement	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Region Youth Council (Mt Keira Scout Camp)									19							
Illawarra South District Youth Council																
Keirawarra District Youth Council																
Shoalhaven District Youth Council																
Southern Coast District Youth Council																
Southern Ranges District Youth Council (Section Youth Reps from each Group)		14			2		25			17						
YOU+LEAD Course																
Joey Scouts	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Southern Ranges District Joey Campfire									18							
Cub Scouts	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Illawarra South District Seeonee (3 <sup>rd</sup> Thursday, even months)		18		15		17		19		21		16		17		21
Keirawarra District Seeonee (3 <sup>rd</sup> Thursday, monthly)		18	18	15	20	17	15	19	16	21	18	16	20	17	17	21
Southern Ranges District Kub Kar Event								1								
Scouts	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
State Rally (Cataract Scout Park)							31 -	2								
Scout Hike <b>CANCELLED</b>				30 -	2											
Region Jamborette (Cobargo Showground)										1-4						
Region Jamborette Organising Committee (JOC) (1st Weds, except Dec/Jan)		3	3	7	5	2	7	4	1	6	3			2	2	6
Region JOC Site Inspection (Cobargo Showground)			6													
Pig Skin <b>CANCELLED</b>			27-28													
Weekend Wide Game - North (Cataract Scout Park)											20-21					
Weekend Wide Game - South (Noonameena Scout Camp)					22-23											
Keirawarra District Mindari PL's Dinner					TBC											
Keirawarra District Scout Personal Development Course (Venue TBC)						12-13										
Illawarra South District Mindari (4 <sup>th</sup> Monday, odd months)	25		22		24		26		27		22		24		28	
Keirawarra District Mindari (3 <sup>rd</sup> Monday, monthly)		15	15	19	17	21	19	16	20	18	15	20	17	21	21	18
Australian Scout Award Presentation (Mt Keira Scout Camp)					1											
26th Australian Jamboree (AJ2022 @ Elmore, Victoria) <b>CANCELLED</b>													3-13			
Venturer Scouts	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Dragon Skin (Easter) <b>CANCELLED</b>				2-4												
GET LOST! Region RoVenture (TBC)																
Region Rover Venturer Rally 'RVR' (TBC)																

# South Coast & Tablelands Region Calendar 2021 - 2022

Southern Ranges Venturer Personal Development Course					1-2											
Queen Scout Awards Presentation (Government House)					22			28								
<b>Rover Scouts</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Region Rover Council (3 <sup>rd</sup> Wednesday, odd months)	20		17		19		21		15		17		19		16	
Region Rover Council Executive (3 <sup>rd</sup> Tuesday, even months)		16		20		15		17		19		21		15		
Region Rover Moot (Mt Keira Scout Camp) <b>CANCELLED</b>																
Region Rover Dinner												TBC				
NSW (State) Rover Council (NSWRC)		6				5		7		9		4				
NSW (State) Rover Council (NSWRC) Conference + AGM				10-11												
State Rover Awards Dinner										9						
State Rover Moot			5-7						30 -	3						
Baden-Powell Scout Awards Presentation (Government House)					22			28								
<b>Scout Fellowships</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Region Scout Fellowship Forum & BBQ (TBC)								7								
State Scout Fellowship AGM					16											
State Scout Fellowship Council		7							12							
<b>Adult Training &amp; Development</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Please refer to the <a href="#">Training Calendar</a> for the latest course information																
Induction Session (3 <sup>rd</sup> Tuesday, online via Teams)		16	16	20	18	15	20	17	21	19	16	21	18	15	15	19
Scouting Essentials Course				17-18 Husski sson	15-16 ACT	26-27 Bulli		28-29 Bungendore		23-24 Bulli 30-31 ACT						
Scouting Adventure Course					15-16 Westward Park		17-18 Bengalee Scout Camp		11-12 ACT 25-26 Bungendore		13-14 ACT 27-28 Bungendore					
Scouting Management Course							10-11 Bulli									
Scouting Leadership Course					15-16 Bulli	19-20 ACT					13-14 Bungendore					
Train the Trainer - Intro			27 ACT													
Train the Trainer - Basic									4-5 ACT							
NYP Final Upskilling Weekend (Online)			13-14													
Apply First Aid Course																
Remote Area First Aid Course																
Mental Health First Aid Course		6-7 North W'gong														
Region Pow Wow (Venue TBC)								21-22								

# South Coast & Tablelands Region Calendar 2021 - 2022

Adventurous Activities & Outdoor Adventure Skills	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Keirawarra District Water Activities Weekend		20-21														
Southern Ranges District Canoe Training Day		27														
Southern Ranges District Water Activities Day		28														
Southern Ranges District JOTT Hike/Geocache					16											
Southern Ranges District Cycling Day								29								
Southern Ranges District Vertical Activity											7					
Southern Ranges District Raft Regatta & End of Year Celebration												11				
Arts & Literature	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Korimul Gang Show Orientation Day (South)					22											
Korimul Gang Show Orientation Day (North)					23											
Korimul Gang Show Rehearsal						13, 20, 27	4, 11, 18, 25	1, 15, 22, 29	5, 12, 19							
Korimul Gang Show Full Dress Rehearsal									26	2, 3, 4, 6, 7						
Korimul Gang Show Camp (Mt Keira Scout Camp)								6-8								
Korimul Gang Show Bump In/Tech Rehearsal (Illawarra Performing Arts Centre)																
Korimul Gang Show Performance (Illawarra Performing Arts Centre)										8 & 9						
Korimul Gang Show After Show Party (Korrahill Hall)										10						
Environment	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Environment Drop-In Program (3 <sup>rd</sup> Sunday, 2pm-4pm @ Korrahill Environment Centre)	17	21	21	18	16	20	18	15	19	17	21	19	16	20	20	
Region Cub Environment Camp (Mt Keira Scout Camp)						19-20										
Region Scout Environment Camp (Mt Keira Scout Camp)							9-11									
Region Venturer Environment Camp (Mt Keira Scout Camp)											26-28					
Clean Up Australia Day			7													
STEM	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
Jamboree on the Air (JOTA) & Jamboree on the Internet (JOTI)										15-18						
Southern Ranges JOTA/JOTI & STEM District Camp										16-17						
First LEGO League Challenge								1-31	1-30	1-31	1-30					
National Science Week activities								14-22								
International / Creating a Better World	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
16th World Scout Moot, 18-29 July 2022 (Ireland)																
World Scout Jamboree 2023 (South Korea)																
Australia Day Activities (Lang Park, Wollongong)	26															



# South Coast & Tablelands Region Calendar 2021 - 2022



Founder's Day		22														
Easter Show Scout Day				TBC												
ANZAC Day services				26												
Lord Mayor's Picnic											31					
World Scout Day / World Scarf Day								1								
Kiama Show	22-23															
Shellharbour Kidsfest				TBC												
Spring into Corrimal								TBC								
Thirroul Seaside Festival				TBC												
Viva La Gong											TBC					
Mardi Gras Parade			6													
<b>Scouts NSW</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Agoonoree									24-27							
Annual General Meeting (AGM)							17									
Asset Committee (3rd Wednesday)	20	17	17	14	12	16	21	18	15	20	17	15	19	16	16	
Audit and Risk Committee	18															
Board of Directors		13-14			15			21-22			13					
Chief Commissioner's Council (CCC)			13				17				20					
Dragon Skin Committee (3rd Wednesday)	20	17	17	14	12	16	21	18	15	20	17	15	19	16	16	
Escaparee		21														
Finance Committee & Region Treasurers		17			19			18			17					
Finance Committee (3rd Thursday)	21	18	18	15	20	17	15	19	16	21	18	16				
Insurance Committee (Last Thursday Feb, May, Aug, Oct, Nov)		25			27			26		28	25			24		
Investment Committee (1st Tuesday, Quarterly)		2			4			3			3			2		
Region Commissioners' Forum (RCF)		16	14		18		18		21		21					
Special Interest Areas Camp							23-25			15-17 22-24						
State Adult Training & Development Team (2nd Wednesday)	13	10	10	14	12	9	14	11	8	13	10	8		9	9	
State Mental Health First Aid Team (2nd Tuesday)	12	9	9	13	11	8	13	10	7	12	9	7		8	8	
State Outdoor Adventure Skills Team (4th Tuesday)	26	23	30	27	25	29	27	31	28	26	30		25	22	29	
State Support and Development Conference			27-28					28-29			27-28				26-27	
<b>Scouts Australia</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Leader Trainers Course				11												
National Adults in Scouting Committee					15-16						TBC					





# South Coast & Tablelands Region Calendar 2021 - 2022



National AGM											27					
National Brand, Marketing & Communications Committee (BMCC)			15			15			14			14				
National Diversity & Inclusion Team (Online 8pm-9:30pm)	18	15	15	19	17	21	19	15	19	17	21	19				
National Environment Team (4pm - 6pm)		7		7		6		8		3		5				
National Executive Committee (NEC)		27			22			14			28					
National Operations Committee (NOC)			20-21			12-13					27				19-20	
National Rover Council	28-31															
National Team		6-7			1-2				18-19					5-6		
National Training Committee (NTC)		13			8			14		23						
National Youth Program - Youth Program Team (YPT) (8pm - 10pm)		11	11	8	13	10	8	12	9	14	TBC					
National Youth Program - YPR Co-ordinating Team	23 - 26		TBC	TBC		TBC	TBC									
SAIT Management Committee		9			11			10			9					
SAIT Operations Committee	28			29			29			28						
<b>NSW Public Holidays &amp; School Holidays</b>	<b>Jan-21</b>	<b>Feb-21</b>	<b>Mar-21</b>	<b>Apr-21</b>	<b>May-21</b>	<b>Jun-21</b>	<b>Jul-21</b>	<b>Aug-21</b>	<b>Sep-21</b>	<b>Oct-21</b>	<b>Nov-21</b>	<b>Dec-21</b>	<b>Jan-22</b>	<b>Feb-22</b>	<b>Mar-22</b>	<b>Apr-22</b>
Anzac Day				25												
Australia Day	26															
Boxing Day												26				
Christmas Day												25				
Easter				2-5												
Labour Day										4						
New Year's Day	1															
Queen's Birthday						14										
School Holidays				13-24			6-17		28 -	- 9		21 -			- 2	



## South Coast & Tablelands Region Major Events Policy



### 1. Purpose and Scope

- 1.1 The purpose of this policy is to define the requirements for the planning and organisation of Region Major Events within South Coast and Tablelands Region.
- 1.2 A Region Major Event is defined as a section-specific or multi-section event for youth members which is expected to attract in excess of one hundred (100) participants and is open to a Region-wide audience. An event that does not achieve one hundred or more registered participants will still be considered a Region Major Event and subject to the requirements of this policy.
- 1.3 The following events are considered South Coast and Tablelands Region Major Events:
  - Region Jamborette
  - Weekend Wide Game - North & South
  - Pig Skin
  - Get Lost (Region RoVenture)
- 1.4 Other Region events for youth members may from time to time be added and listed in the Region Calendar and ScoutEvent system. These could include events such as Hoporee, Region Joey Scout Fun Day or other Region Camps, by way of example.
- 1.5 The organisation of the Region Rover Moot and other Rover Scout Section events is the responsibility of the Region Rover Council and subject to Region Rover Council policies and rules.
- 1.6 Event Organisers and Event Organising Committees must comply with the requirements of this Policy at all times, unless otherwise approved by the Region Commissioner.
- 1.7 In addition to the requirements of this Policy, Region Major Events must be organised in accordance with Scouts Australia National Policy and Rules, Scouts NSW Policies and Procedures, as well as all applicable State and Federal Laws.
- 1.8 A copy of this policy must be provided to all Event Organisers and Event Organising Committees in South Coast and Tablelands Region.

### 2. Appointment of Major Event Organisers and Organising Committees

- 2.1 The Event Director and/or Event Organising Committee Chair for each Region Major Event will be appointed by the Region Commissioner Major Events. If a Region Commissioner Major Events is not appointed, then the Event Director and/or Event Organising Committee Chair will be appointed by the Region Commissioner.
- 2.2 The Program Director will be appointed by the Region Commissioner Major Events, on the recommendation of the Event Director.
- 2.3 Youth Forum Facilitators will be appointed by the Region Youth Commissioner.
- 2.4 The Administration Director and/or Finance Director and/or Marketing Director will be appointed by the Region Commissioner Major Events, on the recommendation of the Event Director.
- 2.5 The Region Office Manager will provide all administrative and financial support to the Administration Director and/or Finance Director and/or Marketing Director, including ScoutEvent IT support, configuring registrations in ScoutEvent, generating reports on registrations and fees, distributing emails, printing, laminating, and other such related tasks.
- 2.6 The Safety Director and/or Head of First Aid, Health & Wellbeing, Youth Safe Advocates, Risk, Security & Emergency Management will be appointed by the Region Commissioner, on the recommendation of the Event Director.



## South Coast & Tablelands Region Major Events Policy



- 2.7 The Logistics Director (including Equipment, Supply & Transport) is undertaken by the Region Leader Major Events, or if not available, another appropriately experienced person who will be appointed by the Event Director.

- 2.8 The Sites & Services Director is appointed by the Event Director.

- 2.9 The Catering Director/Manager is appointed by the Region Commissioner Major Events, on the recommendation of the Event Director.

### 3. Registrations and Administration

- 3.1 The ScoutEvent system must be used to register all participants for Region Major Events, including visitors.
- 3.2 Registrations for each Region Major Event will be configured in the ScoutEvent system by the Region Office Manager, subject to the approved requirements of the relevant event organising committee.
- 3.3 Event Organisers will determine registration close off dates, payment schedule and refund processes in consultation with the Region Office Manager.
- 3.4 At least 2 weeks prior to all Major Events, the Event Director/Organising Committee Chair must provide the Region Commissioner Major Events with a list of all registered participants and contact details for the parents/guardians of youth members and next of kin for adults.

### 4. Marketing, Promotion and Merchandise

- 4.1 All Region Major Events must be listed on the Region Calendar and Facebook page, including the Region Rover Moot.
- 4.2 All Region Major Events must be promoted in the Region eNews.
- 4.3 Event Organising Committees must obtain at least three quotes to source and compare pricing and design options for any event merchandise and observe the Limits of Authority, as issued by Scouts NSW.

### 5. Equipment

- 5.1 All major event equipment owned by the Region will be stored at a designated Region Major Events Equipment Centre.
- 5.2 All Major Events equipment and assets owned by the Region will be shared between all Region Major Events.
- 5.3 Major Event Organisers and Organising Committees will return all equipment to the Region Major Events Equipment Centre after the conclusion of each Major Event.
- 5.4 Major Event Organisers and Organising Committees will ensure that any damaged equipment is repaired in a timely manner and no later than 3 months after the conclusion of the event. The cost for any repairs will be covered by the relevant major event budget, if it can't be claimed under our insurance policy.

### 6. Finance and Budgets

- 6.1 Event finances will be managed via the relevant Event Finance Director or Organising Committee and supported by the Region Office.
- 6.2 Event Organising Committees are required to submit the event budget to the Region Executive Committee for approval, at least 6 months prior to the commencement of the event and most definitely before making any financial commitments associated with the event.



## South Coast & Tablelands Region Major Events Policy



### 7. Safety, Security and First Aid

- 7.1 For all Region Major Events, qualified First Aiders, accredited Mental Health First Aiders and Youth Safe Advocates must be in attendance for the entire duration of the event.
- 7.2 A Safety/Security Team will be established for every Major Event to provide the necessary support required to maintain a safe environment for youth members and adults.
- 7.3 Event Organising Committees will complete a Risk Assessment for their respective Region Major Event, including individual risk assessments for each activity. Copies of all risk assessments will be provided to the Region Commissioner Major Events.
- 7.4 Event Organising Committees will develop an Emergency Management and Evacuation Plan for their respective Region Major Event, which must be lodged with the Region Commissioner Major Events at least two (2) weeks prior to the event.
- 7.5 Event Organising Committees will notify prior to the event, local emergency services organisations such as Police, Rural Fire Service, local hospitals and health services of the major event and provide each with a copy of the Emergency Management and Evacuation Plan.
- 7.6 The requirements of the 'Child Safe Messaging Protocol for Major Events, Scouts NSW (July 2017)' must be adhered to for all Region major events.
- 7.7 Event Organising Committees must ensure that written instructions for youth and adults, as contained in the 'Child Safe Messaging Protocol for Major Events, Scouts NSW (July 2017)', are published on the event website, issued via email and included as a download from the ScoutEvent registration system, no less than 24 hours prior to the commencement of the event.
- 7.8 At least one month prior to any Major Event the Event Organising Committee must ensure that all Leaders are provided with a Leaders Handbook. The Handbook must contain (but not be limited to) information on child protection and incident reporting procedures, including mandatory reporting requirements.
- 7.9 Should the membership or Working With Children Check (WWCC) of a registered participant lapse or is cancelled they will no longer be able to attend the event until such time as their membership is reactivated.
- 7.10 Images of event participants may appear on Scout media channels. By attending the event, there is an implied acceptance on behalf of the participant that it is impossible to guarantee that photos will not be used on external sites or Scouts media sites. The Event Organiser shall make participants aware of this as part of the registration process.
- 7.11 All adults attending Region major events must comply with the Scouts Australia Code of Conduct and Code of Ethics at all times.

### 8. Program

- 8.1 The mission for each major event is to create an 'Adventurous, Fun, Challenging and Inclusive Program Experience.'
- 8.2 Major Events must be organised in a manner that enhances the educational outcomes, as defined in Scouts Australia National Policy and Rules, whilst also aligning event programs with the elements of the Youth Program.
- 8.3 Major Event programs should be designed so that youth members can complete elements of their unit program as part of participating in the Region major event (eg: milestones, challenge areas, achievement pathways, outdoor adventure skills, special interest areas, etc).



## South Coast & Tablelands Region Major Events Policy



- 8.4 Risk Assessments must be completed for each planned onsite or offsite activity at least 2 months prior to the commencement of the event.
  - 8.5 All high risk activities must comply with the relevant Scouts NSW Adventurous Activity Policy and be managed by a suitably qualified adult, who has the relevant experience and training to conduct such an activity (eg: flying fox, climbing wall, abseiling, sailing, canoeing, archery, mountain biking, etc).
  - 8.6 The equipment used for any high risk or adventurous activities at major events must be checked at least 2 months prior to the commencement, to ensure they are in safe working order.
- ### 9. Training
- 9.1 Any adult or youth member who would like to be considered for appointment as a Region Major Event Director or another senior appointment on a Major Event Organising Committee will undertake training in Event Management, as determined by the Region Commissioner Adult Training & Development.
- ### 10. Plan, Do, Review
- 10.1 In accepting the role as an Event Organiser for a Major Event, adults must commit to participating in compulsory post-event debriefs and developing debrief reports for their respective areas of responsibility. The purpose of these debriefs is to review and reflect on issues that may have arisen at events and how future events can be improved, including program experience, budget, etc.
  - 10.2 This policy shall be reviewed every three (3) years by the Region Commissioner Major Events or earlier if directed by the Region Senior Leadership Team and approved by the Region Commissioner.
  - 10.3 The Region Commissioner Major Events shall provide a report to the Region Senior Leadership Team, together with any recommendations arising from the review.
  - 10.4 For further information about this policy please contact the Deputy Region Commissioner via email: [grant.whitehorn@nsw.scouts.com.au](mailto:grant.whitehorn@nsw.scouts.com.au)

This Policy was endorsed by the Region Senior Leadership Team in December 2019, and subsequent amendments approved by the Region Commissioner in January 2021.

Anthony Pritchard  
Region Commissioner  
South Coast & Tablelands Region





**ADVENTURE .**  
**THE ORIGINAL**  
**SEARCH ENGINE.**

**South Coast & Tablelands Region**



# Scouting Structure

Unit / Section →



Joey  
Scouts



Cub  
Scouts



Scouts



Venturer  
Scouts



Rover  
Scouts

Group (eg: 1<sup>st</sup> Keiraville, 1<sup>st</sup> Dapto, 2<sup>nd</sup> Queanbeyan, etc)



District (eg: Southern Ranges District, Keirawarra District, etc)



Region (eg: GWS, Hume, H&C, NCR, NWR, Riverina, SCT, SMR, SNR, TGW)



Branch (eg: ACT, NSW, NT, QLD, SA, TAS, VIC, WA)



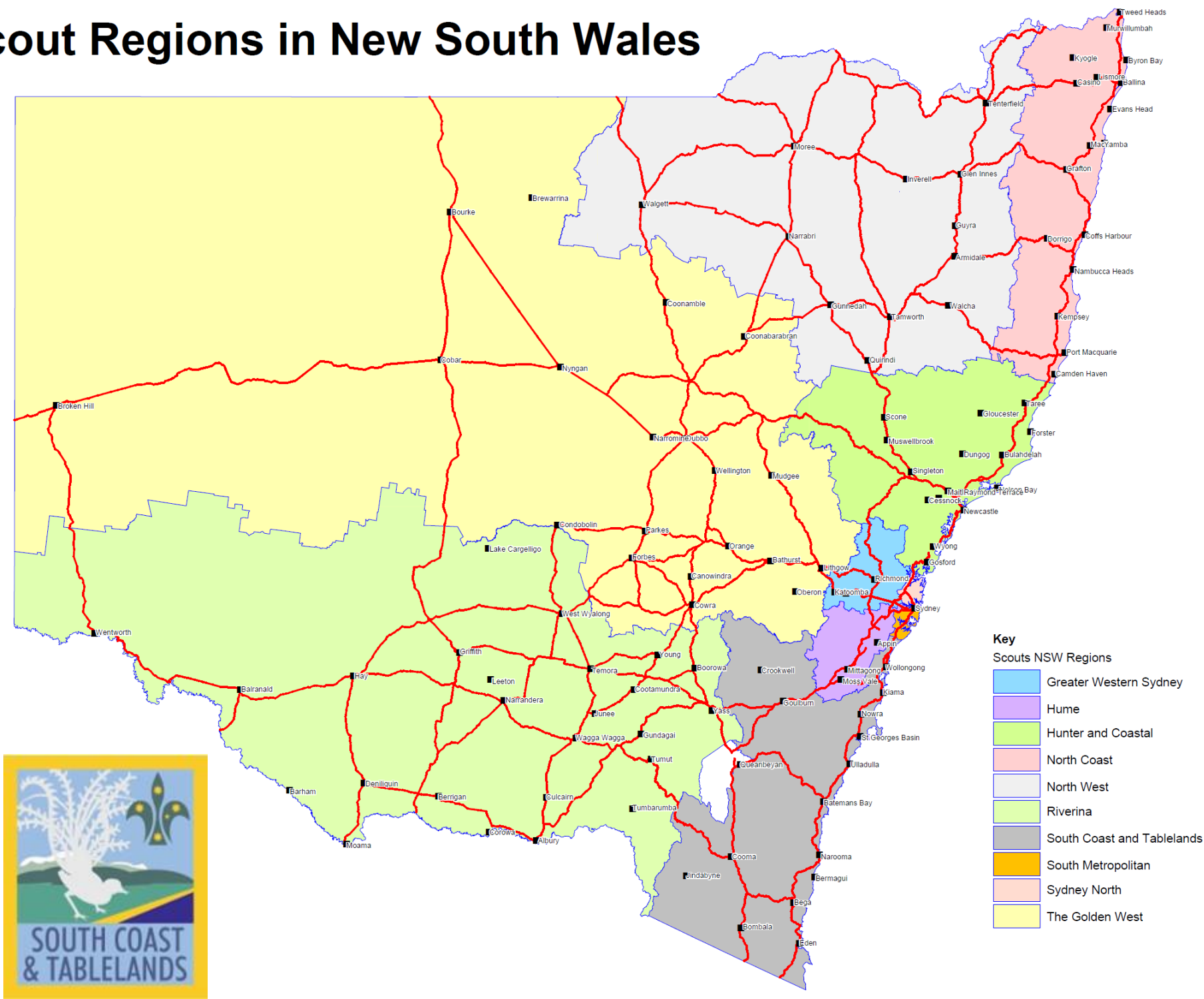
National Scout Organisation (NSO) (eg: Scouts Australia, Scouts UK, etc)



World Organisation of the Scout Movement (WOSM) + 6 Scout Regions



# Scout Regions in New South Wales







# Region Team



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**Grant Whitehorn**  
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**Aaron Newton**  
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**Lachie Page**  
Region Commissioner RoverScouts (RRC Chair)  
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**Rae Heaton**  
Region Commissioner Administration  
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**vacant**  
Region Commissioner Adventurous Activities



**John Penney**  
Region Commissioner Arts & Literature  
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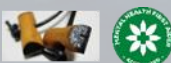
**vacant**  
Region Commissioner Communications



**Kerrie Latham**  
Region Commissioner Community Events  
Region Office Manager  
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**David North**  
Region Commissioner Development  
Region Executive Committee Chair  
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**vacant**  
Region Commissioner Diversity & Inclusion



**Alex McCarthy**  
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**Judy Gunns**  
Region Commissioner International & Fellowships  
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**vacant**  
Region Commissioner Major Events



**Michael Barnes**  
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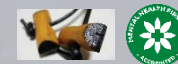
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**Linda Beaver**  
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# Region Team Structure

Anthony Pritchard  
Region Commissioner

Grant Whitehorn  
Deputy Region Commissioner

Aaron Newton  Region Youth Commissioner	Rae Heaton  Region Commissioner Administration	Grant Whitehorn  Region Commissioner Adult Training & Development	vacant  Region Commissioner Adventurous Activities	John Penney  Region Commissioner Arts & Literature	vacant  Region Commissioner Communications	Kerrie Latham  Region Commissioner Community Events	David North  Region Commissioner Development	vacant  Region Commissioner Diversity & Inclusion	Alex McCarthy  Region Commissioner Environment	Judy Gunns  Region Commissioner International & Scout Fellowships	vacant  Region Commissioner Major Events	Michael Barnes  Region Commissioner Members Support	Lachie Page  Region Commissioner Rover Scouts  (RRC Chair)	Shelby Canterford  Region Commissioner STEM
TBC  Region Youth Council Chair		Kerrie Latham  ALT & Assessor	Daniel Seddon-Powell  Region Leader Activities	John Penney  Korimul Gang Show Director	vacant  Scout Adventures eNews Editor				Amanda Riddiford  Region Adviser Environment	Harry Lantry  South Coast & Tablelands Scout Fellowship Chair	vacant  Region Leader Major Events		Greg Pearce  Region Adviser Rover Scouts	Andrew Clark  Region Leader STEM
		Clair Udy  ALT	Robert Halley  Region Leader Activities	vacant  Region Scout Band Leader	Ben Nichols  Region Adviser IT Support					Gail Redgate  Shoalhaven Scout Fellowship Chair	Grant Whitehorn  Region Jamborette Director		Thomas Keane  1 <sup>st</sup> Albion Park Rover Scout Unit Leader	Lyndell Clark  Region Leader STEM
		Mic Doyle  Instructor & AA Guide	Wayne McGeorge  Region Leader Activities										Steph Cowling  1 <sup>st</sup> Austinmer Rover Scout Unit Leader	
		vacant  Region Rover Council Training Officer	Rob Hatton  Region Leader Activities									Alyssa Hukins (RRC Vice Chair)  Weekend Wide Game Director	Caitlyn Scobie  1 <sup>st</sup> Figtree Rover Scout Unit Leader	
		Anthony Pritchard  Mental Health First Aid Instructor	Doug McKinnon  Region Leader Activities										Lachie Page  Shoalhaven Rover Scout Unit Leader	
		Paul Hamer  Mental Health First Aid Instructor											TBC  Tallaganda Rover Scout Unit Leader	





# Region Team Responsibilities

Region Commissioner
Deputy Region Commissioner

- **Region Senior Leadership Team (SLT)**
- **Region Commissioners Conference (RCC)** - Youth Program, AIS, LeaderBuild Program, AT&D, YSA’s, Risk Management, Child Protection, Member Support, Diversity & Inclusion, Special Needs, Group Development
- **Region AIS Committee, Region Pow Wow, Region Group Leaders Conference**
- **Region Executive Committee** – Governance, ARP, Admin, Region Office, PR, Risk, WHS, Compliance, Legal
- **Region Finance Committee** - Budgets, Scout Shop, Fundraising, Grants, Sponsorship, Donations, Bequeaths
- **Region Property Committee** – Scout Halls, Camps, Activity Centres, Assets, Facilities, Utilities, Capital Works

Region Youth Commissioner	Region Commissioner Administration	Region Commissioner Adult Training & Development	Region Commissioner Adventurous Activities	Region Commissioner Arts & Literature	Region Commissioner Communications	Region Commissioner Community Events	Region Commissioner Development	Region Commissioner Diversity & Inclusion	Region Commissioner Environment	Region Commissioner International & Scout Fellowships	Region Commissioner Major Events	Region Commissioner Members Support	Region Commissioner Rover Scouts	Region Commissioner STEM
<ul style="list-style-type: none"><li>• District Youth Councils</li><li>• Region Youth Council</li><li>• Youth Leadership Courses</li><li>• You+Lead</li><li>• RYLA</li><li>• RYPEN</li><li>• Scout of the Year Awards</li><li>• Youth Safe Advocates (YSA)</li><li>• Young Leader Development Program (YLDP)</li><li>• Growth &amp; Development SIA</li><li>• Patrol System</li><li>• Unit Councils</li><li>• Unit Code</li></ul>	<ul style="list-style-type: none"><li>• Admin support for the Region office</li><li>• Minutes &amp; Secretariat support for:<ul style="list-style-type: none"><li>➢ Region Executive Committee</li><li>➢ Region Finance Committee</li><li>➢ Region Property Committee</li><li>➢ Region SLT</li><li>➢ Region AIS Committee</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Region AIS Committee</li><li>• Region Training Team</li><li>• State AT&amp;D Team Meetings</li><li>• AT&amp;D Pathway</li><li>• Inductions &amp; Individual Volunteer Plan (IVP)</li><li>• PLA’s</li><li>• On Demand Training (eLearning)</li><li>• Scouting Essentials</li><li>• Scouting Adventure</li><li>• Scouting Management</li><li>• Scouting Leadership</li><li>• First Aid Courses</li><li>• Mental Health First Aid Courses</li><li>• VET, RPL, RCC, SAIT Qualifications</li><li>• On the Job Training (In-Service)</li><li>• ADP’s</li><li>• Certificate of Proficiency</li><li>• CoP &amp; CAAL</li><li>• Appointment Reviews</li><li>• Recognition of Proficiency (ROP) Assessments</li><li>• Wood Badge Projects &amp; Evaluations</li><li>• Young Leader Development Program (YLDP)</li></ul>	<ul style="list-style-type: none"><li>• Region Adventurous Activities Team</li><li>• State OAS Team Meetings</li><li>• Outdoor Adventure Skills (OAS)</li><li>• Adventurous Activities Training</li><li>• NAAF</li><li>• Abseiling</li><li>• Air Activities</li><li>• Alpine</li><li>• Archery</li><li>• Boating</li><li>• Bushcraft</li><li>• Bushwalking</li><li>• Camping</li><li>• Canoeing</li><li>• Climbing</li><li>• Canyoning</li><li>• Caving</li><li>• Cycling</li><li>• Flying Fox</li><li>• Four Wheel Driving (4WD)</li><li>• High Ropes &amp; Low Ropes</li><li>• Kayaking</li><li>• Mountain Biking</li><li>• Pioneer</li><li>• Sailing</li><li>• Scuba Diving</li><li>• Skiing</li><li>• Snorkeling</li><li>• Snow Camping</li><li>• Snow Shoeing</li><li>• Snowboarding</li><li>• Surfing</li><li>• Wakeboarding</li><li>• Water Skiing</li><li>• Windsurfing</li></ul>	<ul style="list-style-type: none"><li>• Visual Arts</li><li>• Multimedia</li><li>• Debating</li><li>• Creative Writing</li><li>• Short Films</li><li>• Photography</li><li>• Videography</li><li>• Performing Arts</li><li>• Music</li><li>• Dance</li><li>• Singing</li><li>• Skits</li><li>• Campfires</li><li>• Region Creative Arts Centre</li><li>• Korimul Gang Show</li><li>• Region Scout Band</li></ul>	<ul style="list-style-type: none"><li>• Region Website</li><li>• Region Calendar</li><li>• Social Media</li><li>• Facebook pages</li><li>• Region eNews: ‘Scout Adventures’</li><li>• IT Support</li><li>• Scouts in Action Month: scoutsinsctionmonth.com</li></ul>	<ul style="list-style-type: none"><li>• ANZAC Day</li><li>• Australia Day</li><li>• Kiama Show</li><li>• Illawarra Gravity Racing Championship</li><li>• Kidsfest Shellharbour</li><li>• Spring into Corrimal</li><li>• Thirroul Seaside Art Festival</li><li>• Viva La Gong</li><li>• Scout Event Management System (EMS)</li></ul>	<ul style="list-style-type: none"><li>• LeaderBuild Program</li><li>• MobBuild Program</li><li>• Group Development Plans</li><li>• Membership Growth &amp; Retention strategies</li><li>• Escaparee</li><li>• Region Group Leaders Conference</li></ul>	<ul style="list-style-type: none"><li>• Special Needs</li><li>• Agoonoree</li><li>• Special Needs Conference</li><li>• Disability Support</li><li>• NDIS</li><li>• Carers</li><li>• Support Plans</li><li>• Mental Health &amp; Wellbeing</li><li>• Indigenous Australians</li><li>• Multicultural Scouts</li><li>• Scouts for Refugees</li><li>• Spirituality</li><li>• Gender</li><li>• LGBTQ+</li><li>• HeForShe Program</li><li>• Social &amp; Economic Inclusion</li><li>• Family Support Fund</li></ul>	<ul style="list-style-type: none"><li>• Region Cub Environment Camp</li><li>• Region Scout Environment Camp</li><li>• Region Venturer Environment Camp</li><li>• World Scout Environment Program</li><li>• Earth Tribe</li><li>• Sustainable Development Goals</li><li>• Scouts Go Solar</li><li>• Region Environment Centre</li><li>• Environment Drop-in Program</li><li>• Scouts Recycling Scheme</li><li>• Clean-up Australia Day</li></ul>	<ul style="list-style-type: none"><li>• Creating a Better World SIA</li><li>• Scouts of the World Award</li><li>• Messengers of Peace</li><li>• Pen Pals Program</li><li>• Scouts International Student Exchange Program (SISEP)</li><li>• JOTA &amp; JOTI</li><li>• World Scout Day</li><li>• NZ Scout Jamboree</li><li>• World Scout Jamboree</li><li>• World Scout Moot</li><li>• Kandersteg International Scout Centre</li><li>• Sustainable Development Goals</li><li>• Patrimonto Scout Badge</li><li>• Scout Fellowships</li></ul>	<ul style="list-style-type: none"><li>• Region Liaison for ACT Joey Jaunt</li><li>• Region Cuborette (2022, 2025, 2028, etc)</li><li>• Region Jamborette</li><li>• Pig Skin</li><li>• Weekend Wide Game</li><li>• Scout Event Management System (EMS)</li></ul>	<ul style="list-style-type: none"><li>• Adult conflict, mediation &amp; dispute resolution</li><li>• Issues Management</li><li>• Child Protection</li><li>• WHS</li><li>• Risk Management</li><li>• Code of Conduct</li><li>• Code of Ethics</li><li>• Incident Reports</li><li>• Complaints &amp; Investigations</li></ul>	<ul style="list-style-type: none"><li>• sctrovers.com.au</li><li>• Rover Scout Units</li><li>• Region Rover Council (RRC)</li><li>• RRC Executive</li><li>• Get Lost (Region RoVenture)</li><li>• Rover Venturer Rally</li><li>• SC&amp;T Region Rover Moot</li><li>• Region Rover Dinner</li><li>• State Rover Council Delegates</li></ul>	<ul style="list-style-type: none"><li>• STEM Scouts</li><li>• JOTA &amp; JOTI</li><li>• First LEGO League Challenge</li><li>• Science Week</li><li>• Region &amp; District STEM Camps</li><li>• Robotics</li><li>• ICT</li><li>• Coding</li><li>• Programming</li><li>• Geology</li><li>• Biology</li><li>• Chemistry</li><li>• Ecology</li><li>• Geography</li><li>• Physics</li><li>• Sociology</li></ul>





# Region Senior Leadership Team

Meets 2nd Thursday, monthly, 7.30pm - 9.30pm, via Teams

- > **Youth Program:** Joeys, Cubs, Scouts, Venturers, Rovers, Peak Awards, Program Essentials, Outdoor Adventure Skills, Special Interest Areas, Arts & Literature, Environment, International, STEM, Terrain, etc.
- > **Youth Leadership & Development:** Region Youth Council, District Youth Councils, Unit Councils, Unit Codes, Personal Development Courses, YOU+LEAD, Young Leader Development Program, etc.
- > **Major Events:** Region Jamborette, Pig Skin, Weekend Wide Game, Korimul Gang Show, Region Pow Wow, Community Events, etc.
- > **Diversity & Inclusion:** Special Needs, Indigenous, Multicultural, Refugees, Gender, LGBTIQ+, Economic Inclusion, Family Support Fund, etc.
- > **Training:** AT&D Courses, Youth Helper Courses, First Aid Courses, Mental Health First Aid Courses, NAAF & Adventurous Activities Training, eLearning, Induction Sessions, Individual Volunteer Plans (IVP), Personal Leader Advisers (PLA), On the Job Training: Plan>Do>Review (In-Service), Adult Development Plans (ADP), Wood Badges, VET Qualifications, RPL, etc.
- > **Adults in Scouting:** Appointments, Transfers, Resignations, Appointment Reviews, WWCC, Adult Recognition Awards, Scout Fellowships, Region Group Leaders Conference, Region Commissioners Conference, Risk, WHS, Youth Protection, Code of Conduct, Code of Ethics, Dispute Resolution, Complaints & Investigations, etc.
- > **Districts, Membership & Development:** District Teams, Group Development Plans, LeaderBuild, MobBuild, Membership Growth, Recruitment & Retention strategies, ScoutLink, etc.
- > **Communications & Tech:** Region Handbook, eNews, Calendar, Website, Social Media, Office 365, Email, Teams, SharePoint, OneDrive, Technology, etc.

Region Commissioner (Chair)	Anthony Pritchard
Deputy Region Commissioner (Deputy Chair)	Grant Whitehorn
Region Youth Commissioner	Aaron Newton
Region Commissioner Rover Scouts	Lachie Page
District Commissioner Illawarra South	Jarratt Hogarth
District Commissioner Keirawarra	John Osseweyer
District Commissioner Shoalhaven	Graham McGillivray
District Commissioner Southern Coast	Paul Hamer
District Commissioner Southern Ranges	Linda Beaver
Region Commissioner Adult Training & Development	Grant Whitehorn
Region Commissioner Communications	vacant
Region Commissioner Development	David North
Region Office Manager	Kerrie Latham
Region Commissioner Administration (Minutes)	Rae Heaton





# Region Commissioners Conference

Meets 3 times a year @ Mt Keira Scout Camp (or as per Region Calendar)

Region Commissioner (Chair)	Anthony Pritchard
Deputy Region Commissioner	Grant Whitehorn
Region Youth Commissioner	Aaron Newton
Region Commissioner Administration (Minutes)	Rae Heaton
Region Commissioner Adult Training & Development	Grant Whitehorn
Region Commissioner Adventurous Activities	vacant
Region Commissioner Arts & Literature	John Penney
Region Commissioner Communications	vacant
Region Commissioner Community Events	Kerrie Latham
Region Commissioner Development	David North
Region Commissioner Diversity & Inclusion	vacant
Region Commissioner Environment	Alex McCarthy
Region Commissioner International & Scout Fellowships	Judy Gunns
Region Commissioner Major Events	vacant
Region Commissioner Members Support	Michael Barnes
Region Commissioner Rover Scouts	Lachie Page
Region Commissioner STEM	Shelby Canterford
Region Office Manager	Kerrie Latham

District Commissioner Illawarra South	Jarratt Hogarth
District Commissioner Keirawarra	John Osseweyer
District Commissioner Shoalhaven	Graham McGillivray
District Commissioner Southern Coast	Paul Hamer
District Commissioner Southern Ranges	Linda Beaver
Assistant District Commissioners	
District Leaders Youth Program	
District Leaders Adventurous Activities	
District Leaders Training	
District Leaders Administration	
Region Leaders	
Region Advisers	
Region Adventurous Activities Team	
Region Training Team	
Region Major Event Organisers	
Region Youth Council Chair	





# Region Youth Council

Meets once a year face to face, normally coinciding with a Region Commissioners Conference. Additional F2F or online meetings are decided by the RYC members.

- District Youth Council Delegates (3 per District - can be Joeys, Cubs, Scouts or Venturers from any Group in the District)
- Rover Scout Unit Delegates (1 from each Unit)
- Region Youth Commissioner (Facilitator/Adviser)







# Region Executive Committee

Meets 4th Thursday, odd months, 7.30pm - 9.00pm, via Teams

Region President

Dominic Figliomeni

[domenico.Figliomeni@nsw.scouts.com.au](mailto:domenico.Figliomeni@nsw.scouts.com.au)

Region Chair (REC Chair)

David North

[david.north@nsw.scouts.com.au](mailto:david.north@nsw.scouts.com.au)

Region Treasurer

Stephen Thompson

Region Finance Committee Chair

[stephen.thompson@nsw.scouts.com.au](mailto:stephen.thompson@nsw.scouts.com.au)

Region Commissioner

Anthony Pritchard

Deputy Region Commissioner

Grant Whitehorn

Region Property Committee Chair

Region Youth Commissioner

Aaron Newton

Region Rover Council Representative

Lachie Page

District Representative

Linda Beaver

Group Representative

Richard Lynch

[richard.lynch@nsw.scouts.com.au](mailto:richard.lynch@nsw.scouts.com.au)

Region Property Manager

Michael Barnes

Region Commissioner Administration (Minutes)

Rae Heaton

Region Office Manager

Kerrie Latham



# Region Finance Committee

Meets 3rd Wednesday, odd months, 7.30pm - 9.30pm, via Teams

> Finance, Budgets, Fundraising, Grants, Sponsorship, Donations, Bequeaths

Region Treasurer (Chair)

Stephen Thompson

Region Rover Council Treasurer

Ruby Nicoll

Region Grants

Alan Blake

[alan.blake@nsw.scouts.com.au](mailto:alan.blake@nsw.scouts.com.au)

Mt Keira Scout Camp Grants & Fundraising

David Coates

[david.coates@nsw.scouts.com.au](mailto:david.coates@nsw.scouts.com.au)

Mt Keira Scout Camp Grants & Fundraising

Kevin Donald

[kevin.donald@nsw.scouts.com.au](mailto:kevin.donald@nsw.scouts.com.au)

Fundraising & Sponsorship

David North

Sponsorship & Government Relations

Dominic Figliomeni

Region Commissioner (ex-officio)

Anthony Pritchard

District Treasurer, Southern Ranges

Lynda Lee

Region Commissioner Administration (Minutes)

Rae Heaton

Region Office Manager

Kerrie Latham

Committee Adviser (Accountant/Auditor)

TBC

Committee Adviser (Accountant/Auditor)

TBC





# Region Property Committee

Meets 3rd Wednesday, even months, 7.30pm - 9.30pm, via Teams

> Property, Facilities, Scout Halls, Scout Camps, Activity Centres, Assets, Capital Works, Projects

Deputy Region Commissioner(Chair)	Grant Whitehorn
Mt Keira Scout Camp Management Committee Chair	Ron Critcher
Bengalee Scout Camp Management Committee Chair	Jenny Pavey
Noonameena Scout Camp Warden/Caretaker	James Clark
Region Property Manager	Michael Barnes
District Commissioner Illawarra South (District Property Manager)	Jarratt Hogarth
District Commissioner Keirawarra (District Property Manager)	John Osseweyer
District Commissioner Shoalhaven (District Property Manager)	Graham McGillivray
District Commissioner Southern Coast (District Property Manager)	Paul Hamer
Cullendulla Scout Camp Warden	
District Commissioner Southern Ranges (District Property Manager)	Linda Beaver
Camp Killo Warden	
Old Mill Scout Camp Warden	
White Rocks Campsite Warden	
Adventurous Activities Adviser	Andrew Banner
Honorary Region Conveyancer	Catherine Banner
Region Commissioner Administration (Minutes)	Rae Heaton
Region Commissioner (ex-officio)	Anthony Pritchard

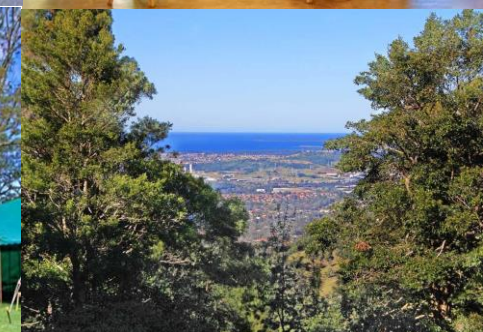




# Region Activity Centres & Scout Camps

<b>Mt Keira Scout Camp</b>	<a href="https://www.mtkeirascoutcamp.com.au">https://www.mtkeirascoutcamp.com.au</a>
Mt Keira Scout Camp Management Committee Chair	Ron Critcher <a href="mailto:ron.critcher@nsw.scouts.com.au">ron.critcher@nsw.scouts.com.au</a>
Mt Keira Scout Camp Warden/Caretaker	Leanne Senn <a href="mailto:mksc@nsw.scouts.com.au">mksc@nsw.scouts.com.au</a>
Mt Keira Scout Bookings Officer	Sue Plumb <a href="mailto:mksc@nsw.scouts.com.au">mksc@nsw.scouts.com.au</a>
<b>Bengalee Scout Camp</b>	<a href="https://www.sctscouts.org.au/wp-content/uploads/2019/05/Bengalee-Camp-Info.pdf">https://www.sctscouts.org.au/wp-content/uploads/2019/05/Bengalee-Camp-Info.pdf</a>
Bengalee Scout Camp Management Committee Chair	Jenny Pavey <a href="mailto:jenney.pavey@nsw.scouts.com.au">jenney.pavey@nsw.scouts.com.au</a>
Bengalee Scout Bookings Officer	Paul Woodgate 0412 513 599
<b>Noonameena Scout Camp</b>	<a href="https://www.sctscouts.org.au/campsites/noonameena-scouts-camp/">https://www.sctscouts.org.au/campsites/noonameena-scouts-camp/</a>
Noonameena Scout Camp Warden/Caretaker	James Clark <a href="mailto:noonameenascoutcamp@gmail.com">noonameenascoutcamp@gmail.com</a> 0423 229 467
<b>Cullendulla Scout Camp</b>	Paul Hamer <a href="mailto:paul.hamer@nsw.scouts.com.au">paul.hamer@nsw.scouts.com.au</a>
<b>Camp Kilty</b>	Linda Beaver <a href="mailto:linda.beaver@nsw.scouts.com.au">linda.beaver@nsw.scouts.com.au</a>
<b>Old Mill Scout Camp</b>	Linda Beaver <a href="mailto:linda.beaver@nsw.scouts.com.au">linda.beaver@nsw.scouts.com.au</a>
<b>White Rocks Campsite</b>	Linda Beaver <a href="mailto:linda.beaver@nsw.scouts.com.au">linda.beaver@nsw.scouts.com.au</a>
<b>Region Environment Centre</b>	Alex McCarthy <a href="mailto:environment@sctscouts.org.au">environment@sctscouts.org.au</a>
<b>Region Creative Arts Centre</b>	John Penney <a href="mailto:john.penney@nsw.scouts.com.au">john.penney@nsw.scouts.com.au</a>
<b>Region Water Activities Centre</b>	TBC
<b>Region Scout Heritage Centre</b>	TBC





# Mt Keira Scout Camp Management Committee

Meets 3rd Thursday, odd months, 7.00pm - 9.00pm

Chair

Ron Critcher

Camp Warden & Caretaker

Leanne Senn

[mksc@nsw.scouts.com.au](mailto:mksc@nsw.scouts.com.au)

Deputy Camp Wardens (DCW) Representative

Kevin Hindle

Member

Bradley Southall

President, MKSC Men's Shed (MKSCMS Representative)

Fred Mirande

Former Camp Warden & Camp Heritage Adviser

Anne Stone

Region Property Committee Chair (REC Representative)

Grant Whitehorn

Region Treasurer

Stephen Thompson

Youth Program Adviser / Camp User Representative

Judy Gunns

Adventurous Activities Adviser / Camp User Representative

Andrew Banner

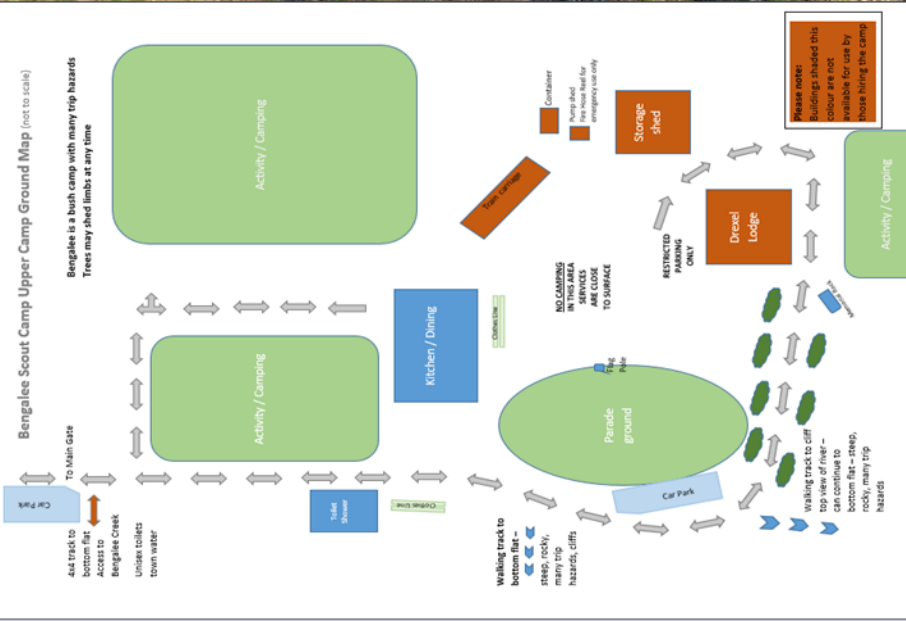
MKSC Grants & Fundraising

David Coates

MKSC Grants & Fundraising

Kevin Donald





# Bengalee Scout Camp Management Committee

Meets quarterly, 2<sup>nd</sup> Tuesday in February, May, August & November, 7pm-9pm

Chair, Camp Warden & Bookings Officer	Jenny Pavey
Camp Treasurer	Nadine Maguire
Camp Projects & Facilities Management	Paul Woodgate
Shoalhaven District Commissioner (ex-officio)	Graham McGillivray
Camp Projects & Facilities Management	Michael Johnson
Camp Projects & Facilities Management	Norm Pavey
Camp Projects & Facilities Management	Graham McIntyre
Shoalhaven Scout Fellowship Representative	Gail Redgate
Camp Projects & Facilities Management	Phil Redgate
Youth Program Adviser / Camp User Representative	Paula Bourke
Region Property Committee Chair (REC Representative)	Grant Whitehorn
Grants & Fundraising	vacant

## Region Office

Region Office Manager    Kerrie Latham  
Region Office Assistant    Sue Plumb

87 Wentworth St,  
Port Kembla NSW 2505  
02 4274 1099

[info@sctscouts.org.au](mailto:info@sctscouts.org.au)  
[www.sctscouts.org.au](http://www.sctscouts.org.au)

9am-4pm Monday,  
Tuesday, Thursday,  
Friday

## Scout Shop

Scout Shop Manager                      Penny Starr

85-87 Wentworth St,  
Port Kembla NSW 2505  
02 4274 1193  
[sctshop@nsw.scouts.com.au](mailto:sctshop@nsw.scouts.com.au)

9am-4.30pm Monday,  
Tuesday, Wednesday, Friday  
10am-4.30pm Thursday

## Region Office & Scout Shop Volunteers

Admin support	Joyce Brindell
Admin support	Arthur Gaskell
Scout Shop	Elinor Gaskell
Admin support	Rae Heaton
Admin support	Alan Hutton
Accounts	Barbara Osseweyer
MKSC Admin & IT support	John Plumb
Accounts	Annette Roberts
Accounts	Brian Roberts





**Delegates to State Council**

Dominic Figlioletti  
David North  
Anthony Pritchard  
Grant Whitehorn  
Aaron Newton

**Region Trustees**

George Kolsky AM  
Anthony Pritchard

**Honorary Region Advisers**

Honorary Solicitor	Peter Welch
Honorary Architect	Terry Graham
Honorary Real Estate Adviser	Craig Buckley
Honorary Conveyancer	Catherine Banner

**Honorary Commissioners**

Honorary Commissioner	David Coates OAM
Honorary Commissioner	Ken Rae
Honorary Commissioner	Shirley Lindoy
Honorary Commissioner	Ron Critcher OAM
Honorary Commissioner	Waveney Hextell
Honorary Commissioner (State)	George Kolsky AM







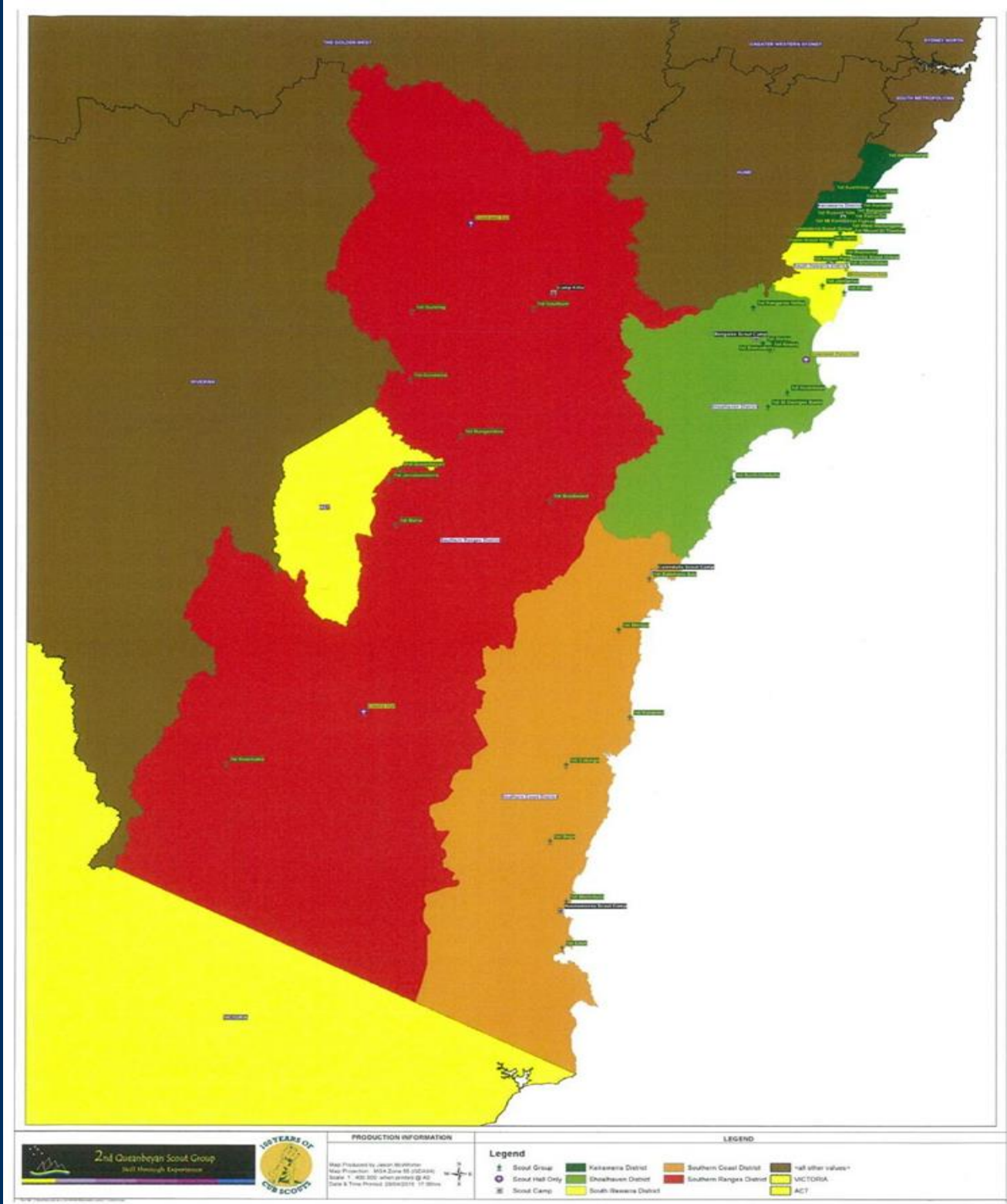
**Districts &  
Scout Groups**





# Districts in South Coast & Tablelands Region:

- Illawarra South District
- Keirawarra District
- Shoalhaven District
- Southern Coast District
- Southern Ranges District





# District Team Structure & Responsibilities

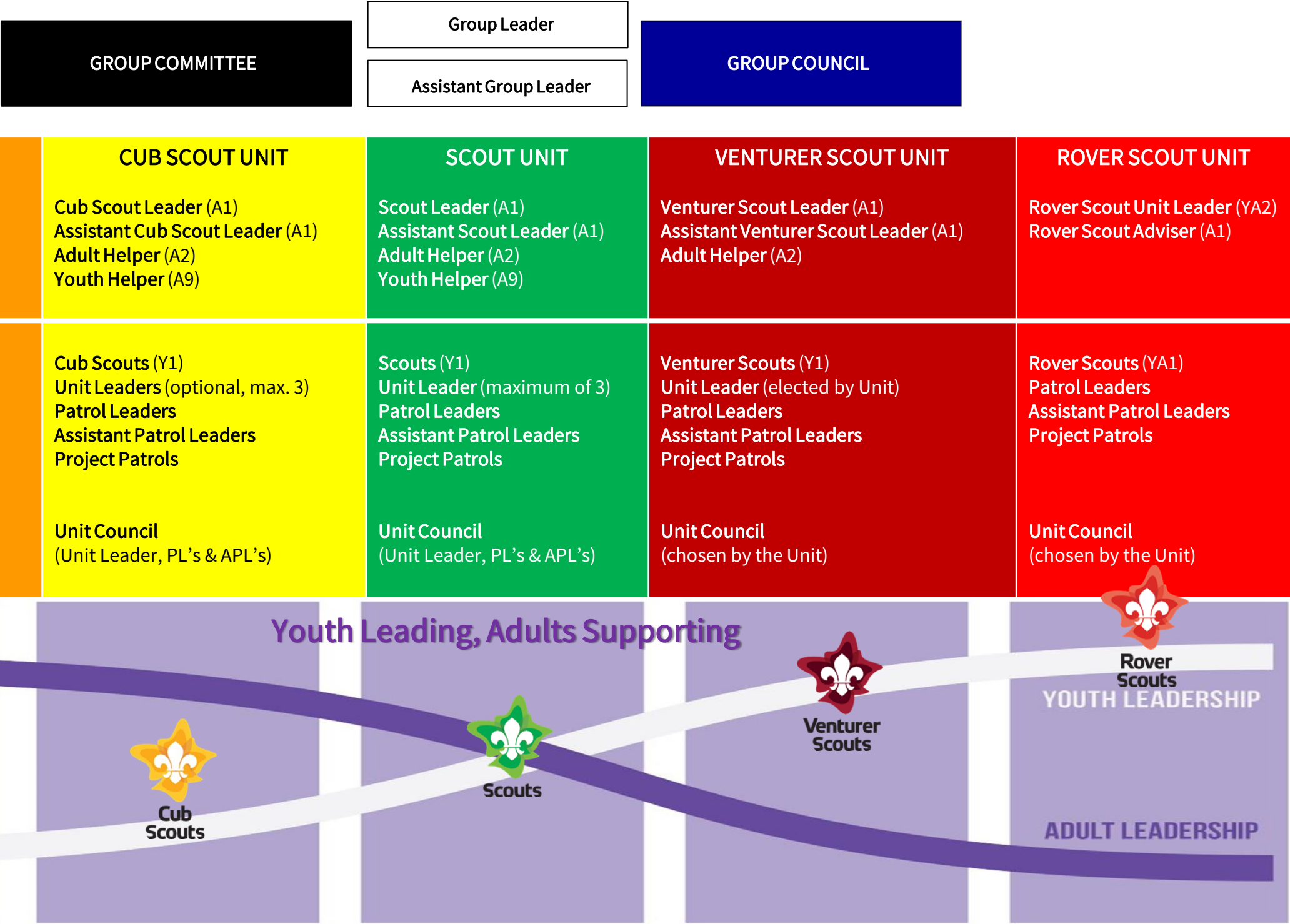
District Commissioner

Assistant District Commissioner

- **District Council / District Leadership Team** - Youth Program, AIS, AT&D, YSA's, Risk Management, Child Protection, Member Support, Diversity & Inclusion, Special Needs.
- **District Support Committee** - ARP, Admin, HR, Finance, Property, Assets, Comm's, PR, Fundraising, Grants, WHS, LeaderBuild Program, Group Development Plan, Membership Growth & Retention
- **Region Senior Leadership Team (SLT) & Region Commissioners Conference (RCC)**
- **Region AIS Committee & Region Property Committee**
- **Region Pow Wow & Region Group Leaders Conference**

District Leader Youth Program	District Leader Adventurous Activities	District Leader Training	District Leader Administration
<ul style="list-style-type: none"><li>• Region Youth Program Team</li><li>• District Program &amp; Activities Calendar</li><li>• Program Experience</li><li>• Program Essentials, Scout Method, SPICES, Plan&gt;Do&gt;Review, Challenge Areas, Intro to Scouting, Intro to Section, Milestones: Participate/Assist/Lead</li><li>• Patrol System, Unit Councils &amp; Unit Code</li><li>• District Youth Council</li><li>• Region Youth Council (District Delegates)</li><li>• Achievement Pathways</li><li>• Adventure &amp; Sport</li><li>• Arts &amp; Literature</li><li>• International &amp; Creating a Better World</li><li>• Environment</li><li>• Growth &amp; Development</li><li>• STEM &amp; Innovation</li><li>• Sustainable Development Goals (SDG)</li><li>• Youth Leadership &amp; Personal Development Courses (Joeys/Cubs/Scouts/Venturers/Rovers)</li><li>• You+Lead Program</li><li>• Peak Awards: Joey Scout Promise Award, Grey Wolf Award, Australian Scout Award, Queens Scout Award &amp; Baden-Powell Scout Award</li><li>• Program Resources: <a href="http://www.pr.scouts.com.au">www.pr.scouts.com.au</a></li><li>• Section support: Joey Scouts, Cub Scouts, Scouts, Venturer Scouts &amp; Rover Scouts</li><li>• Region Pow Wow (all Youth Program Leaders, Rover Unit Leaders &amp; Rover Advisers)</li><li>• Region Cuborette</li><li>• Region Jamborette</li><li>• Pig Skin</li><li>• Weekend Wide Game</li><li>• Community Events</li><li>• Diversity &amp; Inclusion and Special Needs</li><li>• Scout Heritage activities</li><li>• Scout of the Year Awards</li></ul>	<ul style="list-style-type: none"><li>• Region Adventurous Activities Team</li><li>• District Program &amp; Activities Calendar</li><li>• Adventurous Activities Training: Safe Participant (SP), Trained Participant (TP), Assistant Guide (AG), Guide (G) &amp; Activity Specialist (AS)</li><li>• Outdoor Adventure Skills (OAS)</li><li>• Abseiling</li><li>• Air Activities</li><li>• Archery</li><li>• Boating</li><li>• Bushcraft</li><li>• Bushwalking</li><li>• Camping</li><li>• Canoeing</li><li>• Climbing</li><li>• Canyoning</li><li>• Caving</li><li>• Cycling</li><li>• Flying Fox</li><li>• Four Wheel Driving (4WD)</li><li>• High Ropes &amp; Low Ropes</li><li>• Kayaking</li><li>• Mountain Biking</li><li>• Pioneerering</li><li>• Sailing</li><li>• Scuba Diving</li><li>• Skiing</li><li>• Snorkeling</li><li>• Snow Camping</li><li>• Snow Shoeing</li><li>• Snowboarding</li><li>• Surfing</li><li>• Wakeboarding</li><li>• Water Skiing</li><li>• Windsurfing</li></ul>	<ul style="list-style-type: none"><li>• Region Training Team</li><li>• District Program &amp; Training Calendar</li><li>• Adult Training &amp; Development (AT&amp;D)</li><li>• Scouting Essentials Course</li><li>• Scouting Adventure Course</li><li>• Scouting Management Course</li><li>• Scouting Leadership Course</li><li>• Adventurous Activities Training: Safe Participant (SP), Trained Participant (TP), Assistant Guide (AG), Guide (G) &amp; Activity Specialist (AS)</li><li>• First Aid Courses (Apply/CPR/Remote Area)</li><li>• Mental Health First Aid Courses</li><li>• VET, RPL, RCC, Qualifications</li><li>• Inductions &amp; IVP</li><li>• Personal Leader Advisers (PLA)</li><li>• Scouting Preliminary eLearning</li><li>• On Demand Training (eLearning)</li><li>• On the Job Training (In-Service)</li><li>• Adult Development Plan (ADP)</li><li>• Appointment Reviews</li><li>• Recognition of Proficiency (ROP) Assessments</li><li>• Wood Badge Projects, Assessments &amp; Presentations</li><li>• Young Leader Development Program (YLDP)</li></ul>	<ul style="list-style-type: none"><li>• Region Finance Committee</li><li>• District Program &amp; Meetings Calendar</li><li>• Administration &amp; Finance</li><li>• District &amp; Group ARP's</li><li>• Property &amp; Assets</li><li>• Scout Camps &amp; District Activity Centres</li><li>• Fundraising &amp; Grants</li><li>• IT support</li><li>• Marketing &amp; Communications</li><li>• Risk Management, WHS &amp; Compliance</li><li>• Youth Safe Advocates</li><li>• LeaderBuild Program</li><li>• Group Development Plans</li><li>• Membership Growth &amp; Retention strategies</li><li>• Region Group Leaders Conference</li></ul>

# Scout Group Structure





# Scout Group Responsibilities

**GROUP COMMITTEE**

- Chair, Secretary, Treasurer, GL, Office Bearers, etc
- Finance, Fundraising, Grants & Audit
- Membership, LeaderBuild & Adult Recruitment
- Communications & Group Development Plan
- Property, Assets & Facilities Management
- Insurance, WHS & Risk Management

Group Leader

Assistant Group Leader

**GROUP COUNCIL**

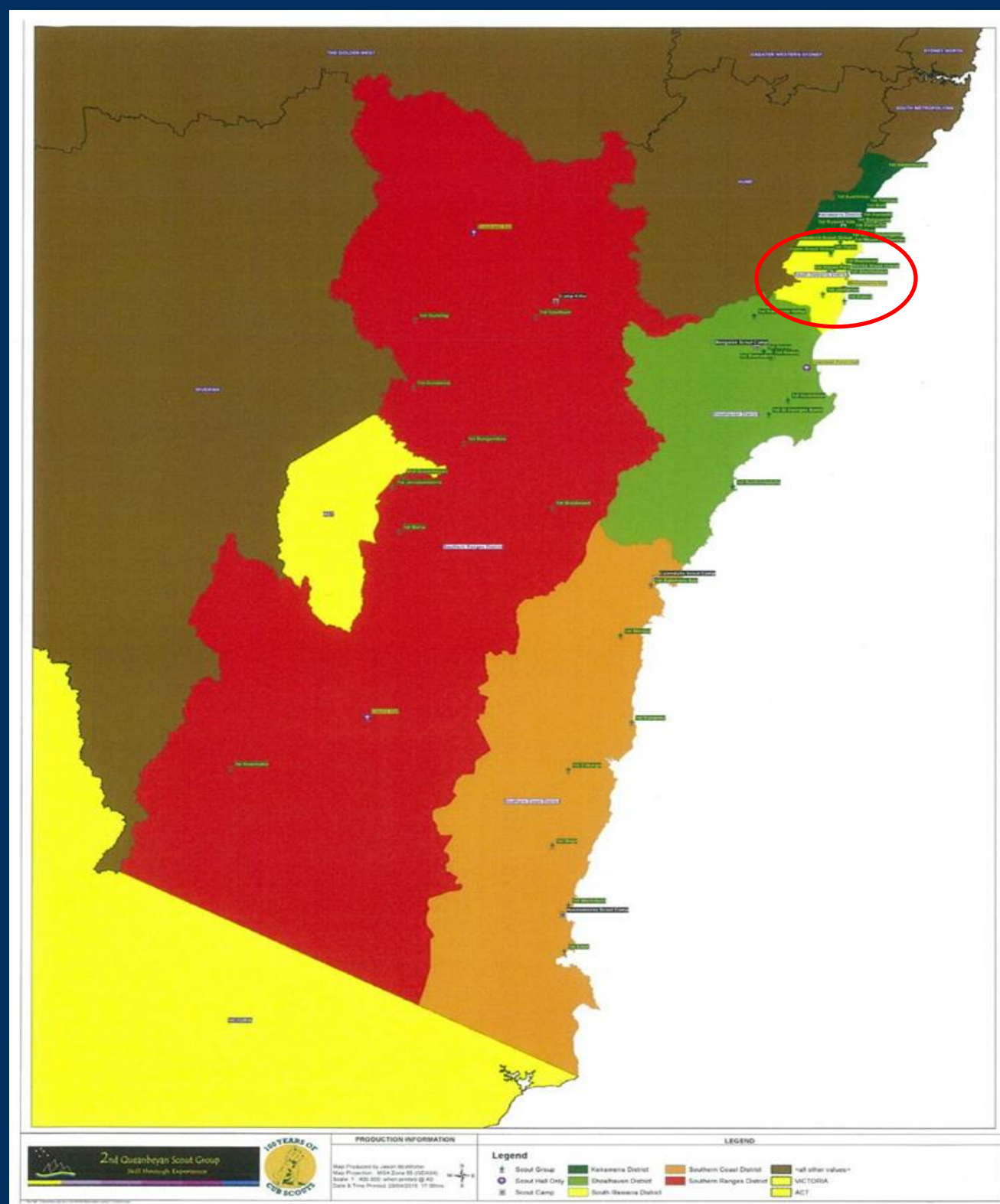
- Group Calendar
- Youth Program, Terrain, Activities & Events
- Adult Training & Development (AT&D)
- Adults in Scouting (AIS)
- Region Group Leaders Conference

- Youth Protection & Youth Safe Advocates
- ScoutSafe, Risk Management & WHS
- Diversity & Inclusion
- Members Support
- Region Pow Wow
- District Training Meetings (eg: Mindari)

JOEY SCOUT UNIT	CUB SCOUT UNIT	SCOUT UNIT	VENTURER SCOUT UNIT	ROVER SCOUT UNIT
<b>ADULTS - Adult Training &amp; Development - Group Council - District Training Meetings (Kanyana/Seeonee/Mindari/DVC) - Region Pow Wow - AIS</b>				
Joey Scout Leader (A1) Assistant Joey Scout Leader (A1) Adult Helper (A2) Youth Helper (A9)	Cub Scout Leader (A1) Assistant Cub Scout Leader (A1) Adult Helper (A2) Youth Helper (A9)	Scout Leader (A1) Assistant Scout Leader (A1) Adult Helper (A2) Youth Helper (A9)	Venturer Scout Leader (A1) Assistant Venturer Scout Leader (A1) Adult Helper (A2)	Rover Scout Unit Leader (YA2) Rover Scout Adviser (A1)
<b>YOUTH - Youth Program - Unit Council - Group Council - Project Patrols - Program Essentials - OAS - SIA - Major Events - Adventurous Journeys - Peak Awards</b>				
Joey Scouts (Y1) Patrol Leaders (rotated regularly) Project Patrols	Cub Scouts (Y1) Unit Leaders (optional, max. 3) Patrol Leaders Assistant Patrol Leaders Project Patrols	Scouts (Y1) Unit Leader (maximum of 3) Patrol Leaders Assistant Patrol Leaders Project Patrols	Venturer Scouts (Y1) Unit Leader (elected by Unit) Patrol Leaders Assistant Patrol Leaders Project Patrols	Rover Scouts (YA1) Patrol Leaders Assistant Patrol Leaders Project Patrols
<ul style="list-style-type: none"><li>• Unit Council</li><li>• Unit Code</li><li>• District Youth Council</li><li>• Joey Scout Challenge Award</li></ul>	<ul style="list-style-type: none"><li>• Unit Council</li><li>• Unit Code</li><li>• District Youth Council</li><li>• Region Youth Council</li><li>• Region Cuborette</li><li>• NSW Cuboree</li><li>• Grey Wolf Award</li></ul>	<ul style="list-style-type: none"><li>• Unit Council</li><li>• Unit Code</li><li>• Group Council (Unit Leader and PL's)</li><li>• District Youth Council</li><li>• Region Youth Council</li><li>• Region Jamborette</li><li>• Pig Skin</li><li>• Weekend Wide Game</li><li>• State Rally</li><li>• Scout Hike</li><li>• Australian Jamboree</li><li>• World Scout Jamboree</li><li>• Australian Scout Award</li></ul>	<ul style="list-style-type: none"><li>• Unit Council</li><li>• Unit Code</li><li>• Group Council (Unit Leader and PL's)</li><li>• District Youth Council</li><li>• Region Youth Council</li><li>• District Venturer Council</li><li>• Get Lost! (Region RoVenture)</li><li>• Rover Venturer Rally</li><li>• Dragon Skin</li><li>• Australian Venture</li><li>• Queens Scout Award</li></ul>	<ul style="list-style-type: none"><li>• Unit Council</li><li>• Unit Code</li><li>• Group Council (Unit Leader and PL's)</li><li>• District Youth Council</li><li>• Region Youth Council</li><li>• Region Rover Council</li><li>• Get Lost! (Region RoVenture)</li><li>• Rover Venturer Rally</li><li>• SC&amp;T Region Moot</li><li>• Region Rover Dinner</li><li>• Australian Moot</li><li>• World Scout Moot</li><li>• Baden Powell Scout Award</li></ul>

# Illawarra South District

- 1<sup>st</sup> Albion Park Scout Group
- Central Oak Flats Scout Group
- 1<sup>st</sup> Dapto Scout Group
- Dapto Scout Group
- 1<sup>st</sup> Jamberoo Scout Group
- 1<sup>st</sup> Kiama Scout Group
- 1<sup>st</sup> Shellharbour Scout Group
- Unanderra Scout Group
- Warilla Scout Group





# Illawarra South District

District Council meets 3<sup>rd</sup> Thursday, even months, 7.30pm-9.30pm  
District Seeonee meets 3<sup>rd</sup> Thursday, even months, 7.00pm-8.30pm  
District Mindari meets 4<sup>th</sup> Monday, odd months, 7.30pm-9.00pm

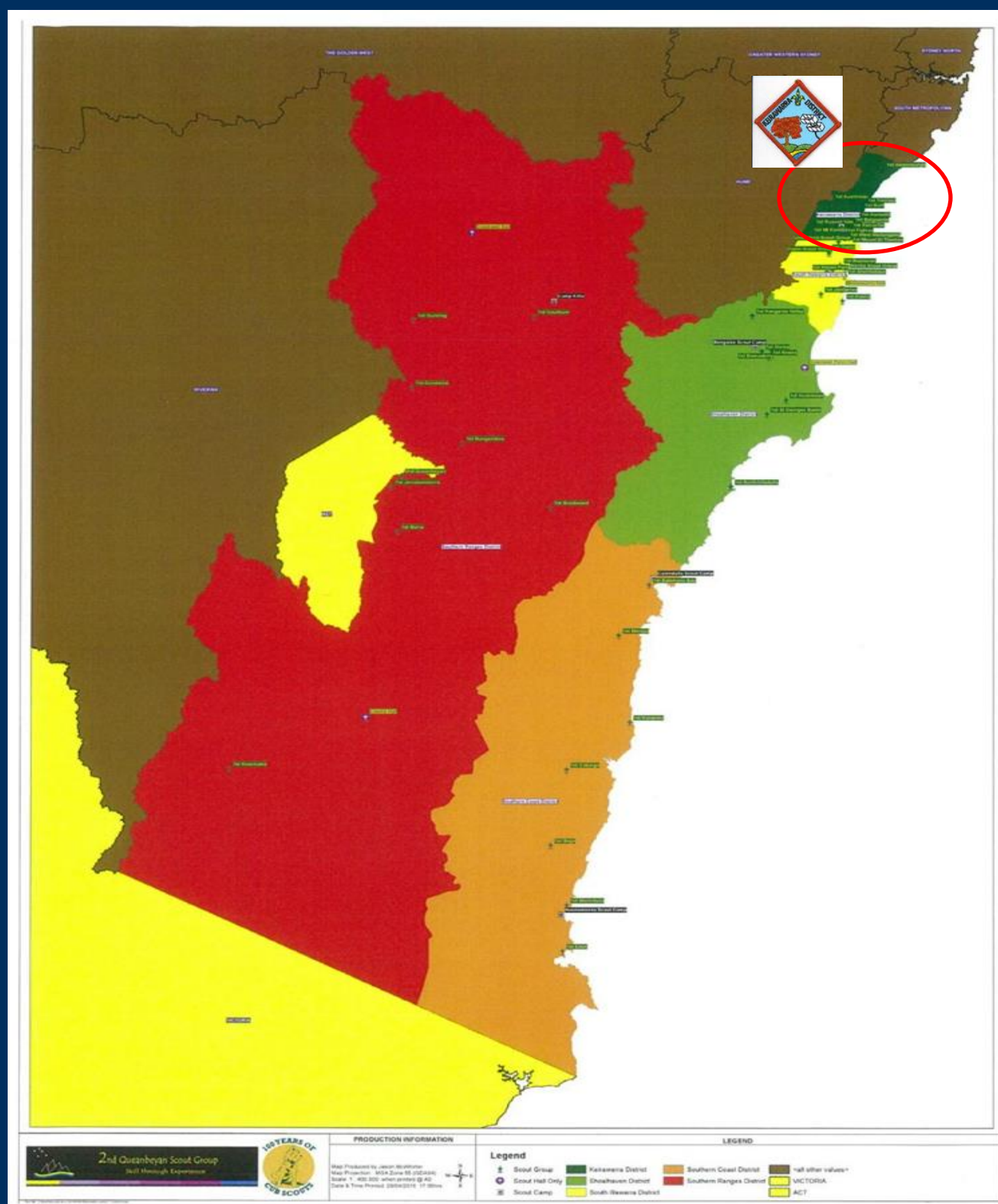
District Commissioner Illawarra South	Jarratt Hogarth
Assistant District Commissioner	vacant
District Leader Youth Program (Cub Scouts & District Seeonee Leader)	Peter Sawyer
District Leader Youth Program (Scouts & District Mindari Leader)	Mark Sheldon
District Leader Youth Program (Cub Scouts)	Greg Bannon
District Leader Adventurous Activities	David Rosete
District Leader Adventurous Activities	Wilhelmus Alards
District Leader Training	vacant
District Leader Administration	vacant
Group Leader 1st Albion Park	Kathy Divine
Leader in Charge Central Oak Flats	Peter Steele
Leader in Charge 1st Dapto	Chris Micallef
Leader in Charge Dapto	Debbie Surridge
Leader in Charge 1st Jamberoo	Mark Sheldon
Leader in Charge 1st Kiama	Deborah Gibson
Group Leader 1st Shellharbour	Erwin Haider
Group Leader Unanderra	Mario Zahra
Group Leader Warilla	Matthew Clowry





# Keirawarra District

- 1<sup>st</sup> Austinmer Scout Group
- 1<sup>st</sup> Balgownie Scout Group
- 1<sup>st</sup> Bulli Scout Group
- 1<sup>st</sup> Figtree Scout Group
- 1<sup>st</sup> Helensburgh Scout Group
- 1<sup>st</sup> Keiraville Scout Group
- 1<sup>st</sup> Mt St Thomas Scout Group
- 1<sup>st</sup> Russell Vale Scout Group
- 1<sup>st</sup> Thirroul Scout Group
- 1<sup>st</sup> West Wollongong Scout Group







## Keirawarra District

District Council meets 2<sup>nd</sup> Thursday, odd months, 7.30pm-9.00pm

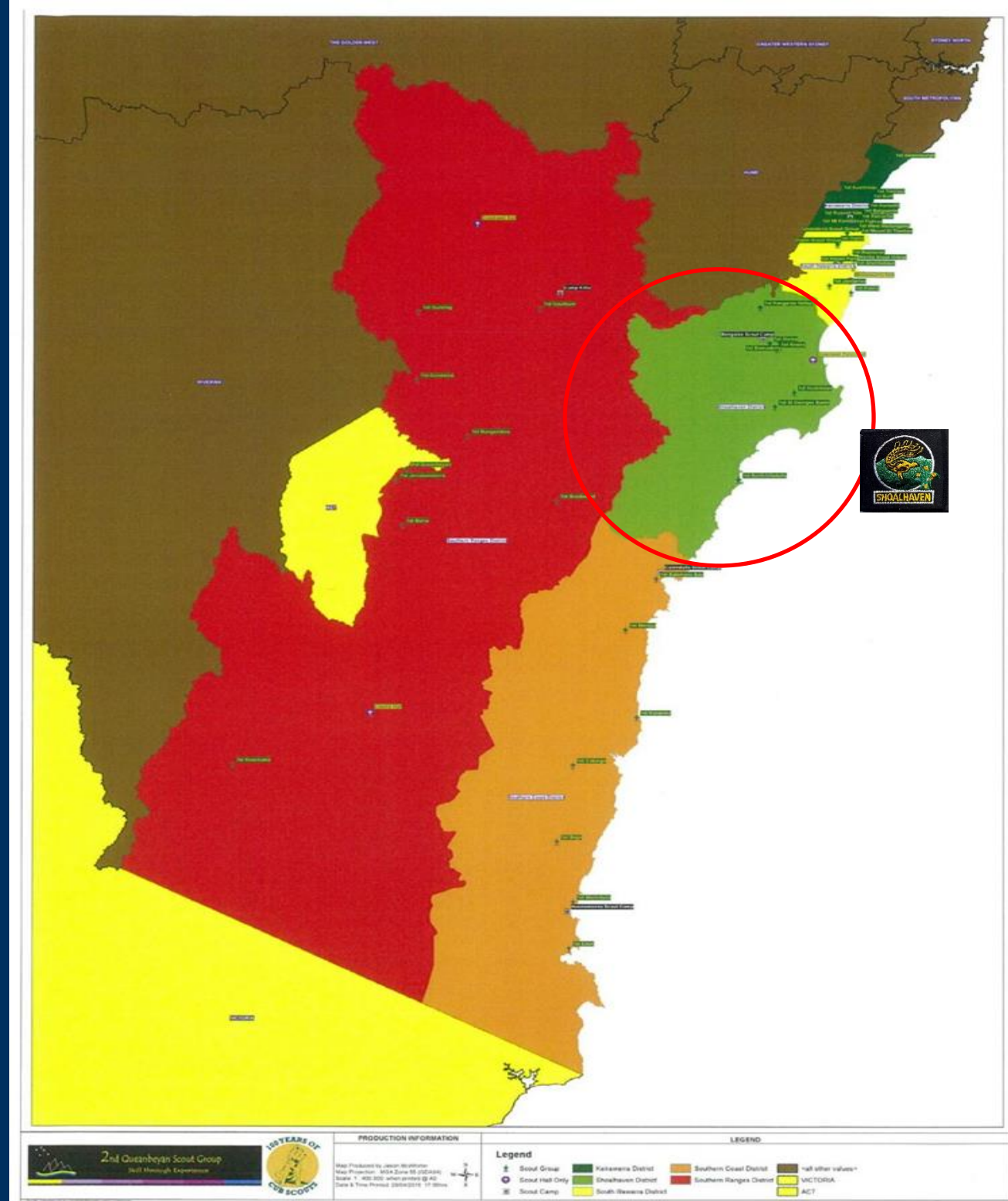
District Seeonee meets 3<sup>rd</sup> Thursday, monthly, 7.00pm-8.30pm

District Mindari meets 3<sup>rd</sup> Monday, monthly, 7.00pm-8.30pm

District Commissioner Keirawarra	John Osseweyer
Assistant District Commissioner	vacant
District Leader Youth Program (Joey Scouts)	Leanne Senn
District Leader Youth Program	Robert Sackett
District Mindari Leader	Greg Pearce
District Seeonee Leader	Jenny Yule
District Leader Adventurous Activities	vacant
District Leader Training	Annette Roberts
District Leader Administration	vacant
District Chair	Sharon Sackett
District Secretary	Rae Heaton
Group Leader 1st Austinmer	Stephen Turner
Leader in Charge 1 <sup>st</sup> Balgownie	Barry Scolnik
Leader in Charge 1st Bulli	Richard Lynch
Group Leader 1st Figtree	Cliff Robinson
Leader in Charge 1st Helensburgh	Bruce Crawley
Group Leader 1st Keiraville	Rod Cummins
Leader in Charge 1st Mt St Thomas	James Dellow
Leader in Charge 1st Russell Vale	Jennifer King
Leader in Charge 1st Thirroul	Mark Roberts
Group Leader 1st West Wollongong	Simon O'Connor



- **1<sup>st</sup> Bomaderry Scout Group**
- **1<sup>st</sup> Burrill-Ulladulla Scout Group**
- **1<sup>st</sup> Huskisson Scout Group (inactive)**
- **1<sup>st</sup> Illaroo Scout Group**
- **1<sup>st</sup> Kangaroo Valley Scout Group**
- **1<sup>st</sup> Nowra Scout Group (inactive)**
- **1<sup>st</sup> St George's Basin Scout Group**







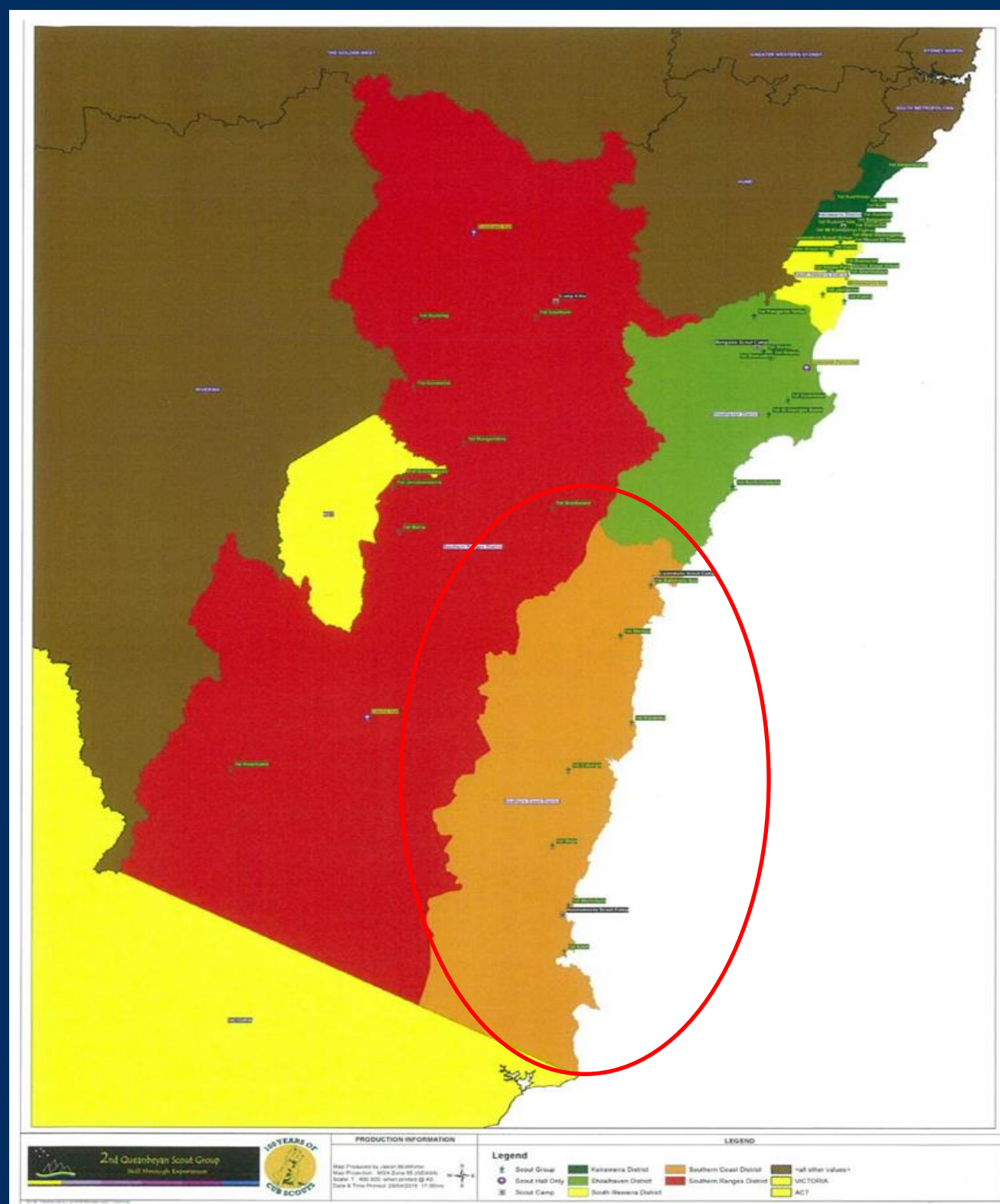
# Shoalhaven District

District Council meets 1<sup>st</sup> Monday, monthly, 7.00pm – 8.30pm

District Commissioner Shoalhaven	Graham McGillivray
Assistant District Commissioner	vacant
District Leader Youth Program (Scouts)	Graham McIntyre
District Leader Adventurous Activities	vacant
District Leader	Brendon Harris
District Leader Training	vacant
District Leader Administration	vacant
Leader in Charge 1 <sup>st</sup> Bomaderry	Catherine Bath
Group Leader 1 <sup>st</sup> Burrill-Ulladulla	Tracy Dell
Group Leader 1 <sup>st</sup> Huskisson (inactive)	vacant
Group Leader 1 <sup>st</sup> Illaroo	Joella Hindwood
Leader in Charge 1 <sup>st</sup> Kangaroo Valley	Nicholas Carlile
Leader in Charge 1 <sup>st</sup> Nowra	Kathleen Cain
Group Leader 1 <sup>st</sup> St George's Basin	Paula Bourke

# Southern Coast District

- 1<sup>st</sup> Batemans Bay Scout Group
- 1<sup>st</sup> Bega Scout Group
- 1<sup>st</sup> Cobargo Scout Group
- 1<sup>st</sup> Eden Scout Group (inactive)
- 1<sup>st</sup> Merimbula Scout Group
- 1<sup>st</sup> Moruya Scout Group (inactive)
- 1<sup>st</sup> Narooma Scout Group (inactive)







# Southern Coast District

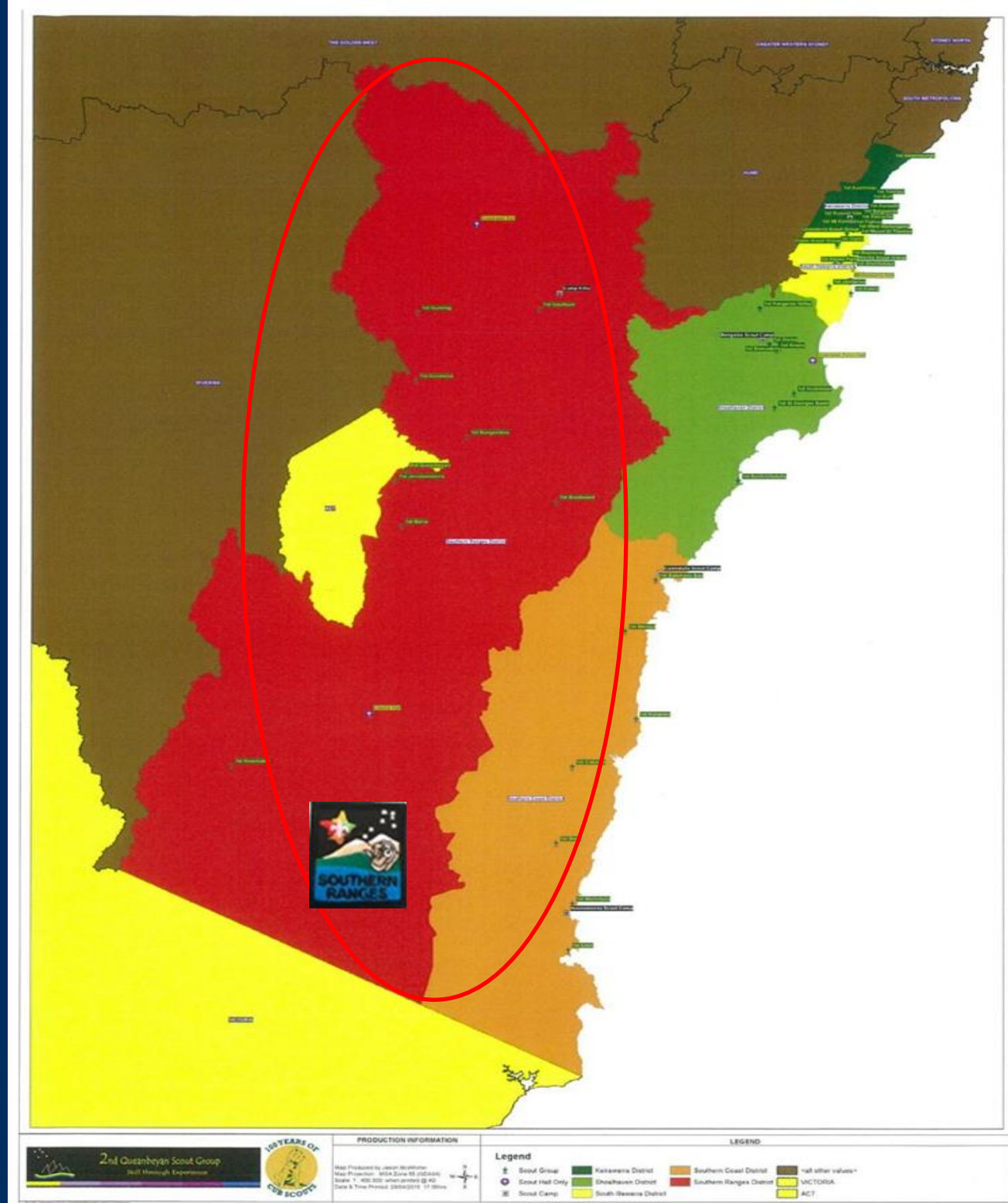
District Council meets ?

District Commissioner Southern Coast	Paul Hamer
Assistant District Commissioner	vacant
District Leader Youth Program (Joey Scouts)	Lynne Parr
District Leader Youth Program (Cub Scouts)	Neville Cowgill
District Leader Youth Program (Scouts)	Graham Parr
District Leader Adventurous Activities	vacant
District Leader Training	vacant
District Leader Administration	Christine Hargense
District Leader	Gary Pearce
District Leader	Margaret Broadbent
District Adviser	Clare Dickens
Group Leader 1st Batemans Bay	Tara Cashman
Leader in Charge 1st Bega (inactive)	Gary Pearce
Leader in Charge 1st Eden (inactive)	Neville Cowgill
Group Leader 1 <sup>st</sup> Cobargo	Stuart Meyers
Group Leader 1 <sup>st</sup> Merimbula	Jim Clark
Leader in Charge 1st Moruya (inactive)	Kevin McAsh
Group Leader 1st Narooma (inactive)	vacant



# Southern Ranges District

- 1<sup>st</sup> Braidwood Scout Group
- 1<sup>st</sup> Bungendore Scout Group
- 1<sup>st</sup> Cooma Scout Group
- Goulburn Scout Group
- 1<sup>st</sup> Gundaroo Scout Group
- 1<sup>st</sup> Gunning Scout Group
- 1<sup>st</sup> Jerrabomberra Scout Group
- 1<sup>st</sup> Kosciuszkos Scout Group
- 2<sup>nd</sup> Queanbeyan Scout Group
- 1<sup>st</sup> Tinderry Scout Group







## Southern Ranges District

District Leadership Team meets 1st Tuesday, monthly, 7.00pm - 8.30pm  
Group Support Team meets bi-monthly, as per Region Calendar  
District Training Days are held once a term, as per Region Calendar

District Commissioner Southern Ranges	Linda Beaver
Assistant District Commissioner - Youth Program	Chris Morrow
Assistant District Commissioner - Group Support	Bruce Fraser
District Leader Youth Program	Warwick Abrams
District Leader Youth Program	Russell Heywood
District Leader Adventurous Activities	vacant
District Leader Training	Linda Beaver
District Leader Administration	vacant
District Treasurer	Lynda Lee
Leader in Charge 1st Braidwood	Malcolm Campbell
Group Leader 1st Bungendore	Lei Vaughan
Leader in Charge 1 <sup>st</sup> Cooma	Bruce Fraser
Leader in Charge Goulburn (in recess)	Mike Stevens
Leader in Charge 1st Gundaroo	Phil Gaden
Leader in Charge 1st Gunning	John Duncan
Group Leader 1st Jerrabomberra	Mic Doyle
Group Leader 1st Kosciuszko (Jindabyne)	Tony Cowcher
Group Leader 2 <sup>nd</sup> Queanbeyan	Kym Bush
Leader in Charge 1 <sup>st</sup> Tinderry	Linda Beaver





**Rover Scouts**

[www.sctrovers.com.au](http://www.sctrovers.com.au)







## 1st Albion Park Rover Unit

**Unit Leader** - Thomas Keane  
**Vice Unit Leader** - Ryan Micallef  
**Secretary** - Zac Murray  
**Treasurer** - Lachlan Hogno  
**Public Relation Officers** - Karlee Scott & Thomas Keane  
**Quartermaster** - Karlee Scott  
**Venturer Liaison Officers** - Justin Vella & Quinn Owens  
**Region Rover Council Delegates** - Noel Stopher, Zac Murray & Lachlan Hogno  
**Rover Advisor** - Ben James

## 1st Figtree Rover Unit

**Unit Leader** - Caitlyn Scobie  
**Vice Unit Leader** - Sophie Bean  
**Secretary** - Grace Cummins  
**Treasurer** - Lachlan Bullivant  
**Venturer Liaison Officer** - Kai Buckman & Kathryn Lynn  
**Webmaster** - Emma Nicastro  
**Region Rover Council Delegates** - Kai Buckman & Emma Nicastro  
**Rover Advisor** - Andrew Banner

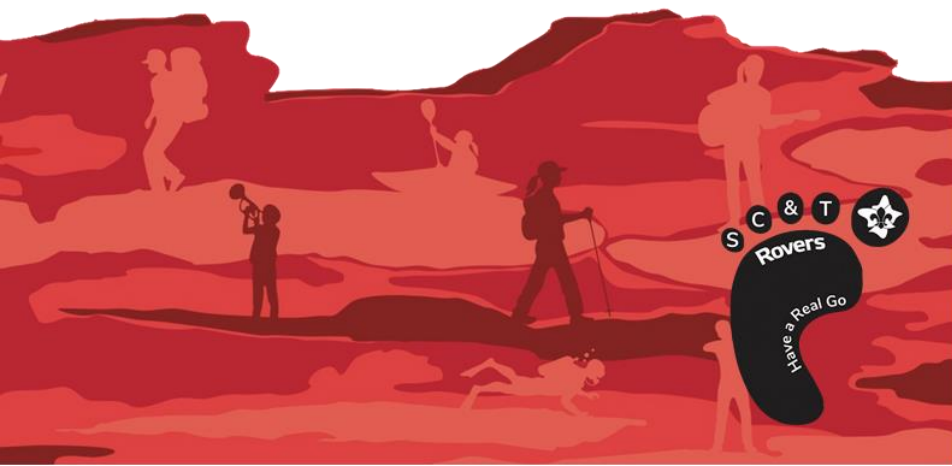
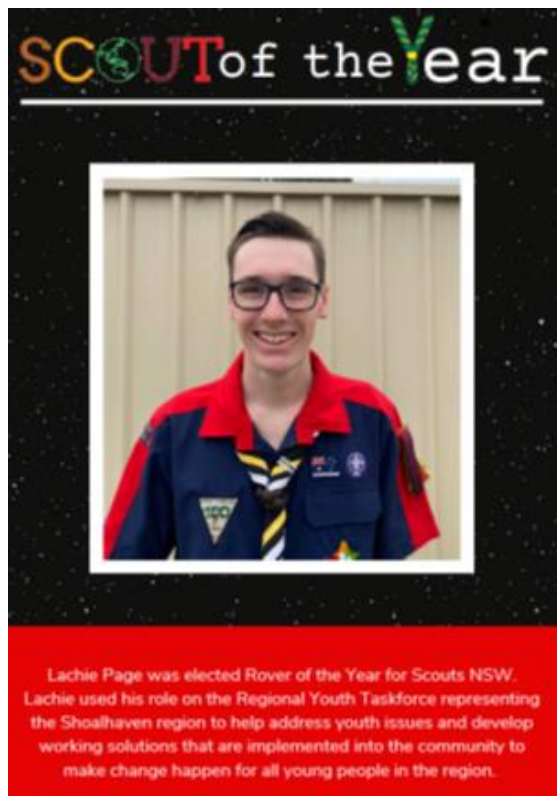
## 1st Austinmer Rover Unit

**Unit Leader** - Steph Cowling  
**Vice Unit Leader** - Liam Brown  
**Secretary** - Lainey Goldsbro  
**Treasurer** - Jacob Figliomeni  
**Program Officer** - Emily Irish & Lachlan Lantry  
**Q-Store Officer** - Max Bramble  
**Recruitment & Retention Officer** - Kate Zuiderwyk  
**Social Media & History Officer** - Meg Cummins, Lachlan Lantry & Max Bramble  
**Rover Advisor** - Peter Hines & Kristal Jollie

## Shoalhaven Rover Unit

**Unit Leader** - Lachie Page  
**Vice Unit Leader** - William Walton  
**Secretary** - Alex Dell  
**Treasurer** - Cameron Phelps  
**Public Relations** - Brody King  
**Region Rover Council Delegates** - William Walton, Alex Dell & Cameron Phelps  
**Rover Advisor** - Shell Rutledge





# Region Rover Council

Region Rover Council meets 3rd Wednesday, odd months  
Region Rover Council Executive meets 3rd Tuesday, even months

Chair



Lachie Page  
[lachie.page@nsw.scouts.com.au](mailto:lachie.page@nsw.scouts.com.au)

Shoalhaven

Vice Chair



Alyssa Hukins  
[alyssa.hukins@nsw.scouts.com.au](mailto:alyssa.hukins@nsw.scouts.com.au)

1<sup>st</sup> Figtree

Secretary



Steph Cowling  
[steph.cowling@nsw.scouts.com.au](mailto:steph.cowling@nsw.scouts.com.au)

1<sup>st</sup> Austinmer

Assistant Secretary



Caitlyn Scobie

1<sup>st</sup> Figtree

Treasurer

Ruby Nicoll  
[ruby.nicoll@nsw.scouts.com.au](mailto:ruby.nicoll@nsw.scouts.com.au)

1<sup>st</sup> Albion Park

Community Involvement

Kathryn Lynn

1<sup>st</sup> Albion Park

Digital Operations

Jessica Lynn

1<sup>st</sup> Albion Park

Event Support



Kate Zuiderwyk

1<sup>st</sup> Austinmer

Recruitment & Retention



Lachlan Bullivant  
Jameson Lyons

1<sup>st</sup> Figtree

1<sup>st</sup> Figtree

Public Relations

Caitlyn Scobie

1<sup>st</sup> Figtree

Training

Vacant

State Rover Council Delegates

Steph Cowling  
William Walton  
Caitlyn Scobie

1<sup>st</sup> Austinmer

Shoalhaven

1<sup>st</sup> Figtree

Region Adviser Rover Scouts



Greg Pearce

# Scout Fellowships

South Coast & Tablelands Scout Fellowship Chair

Harry Lantry

[harry.Lantry@nsw.scouts.com.au](mailto:harry.Lantry@nsw.scouts.com.au)

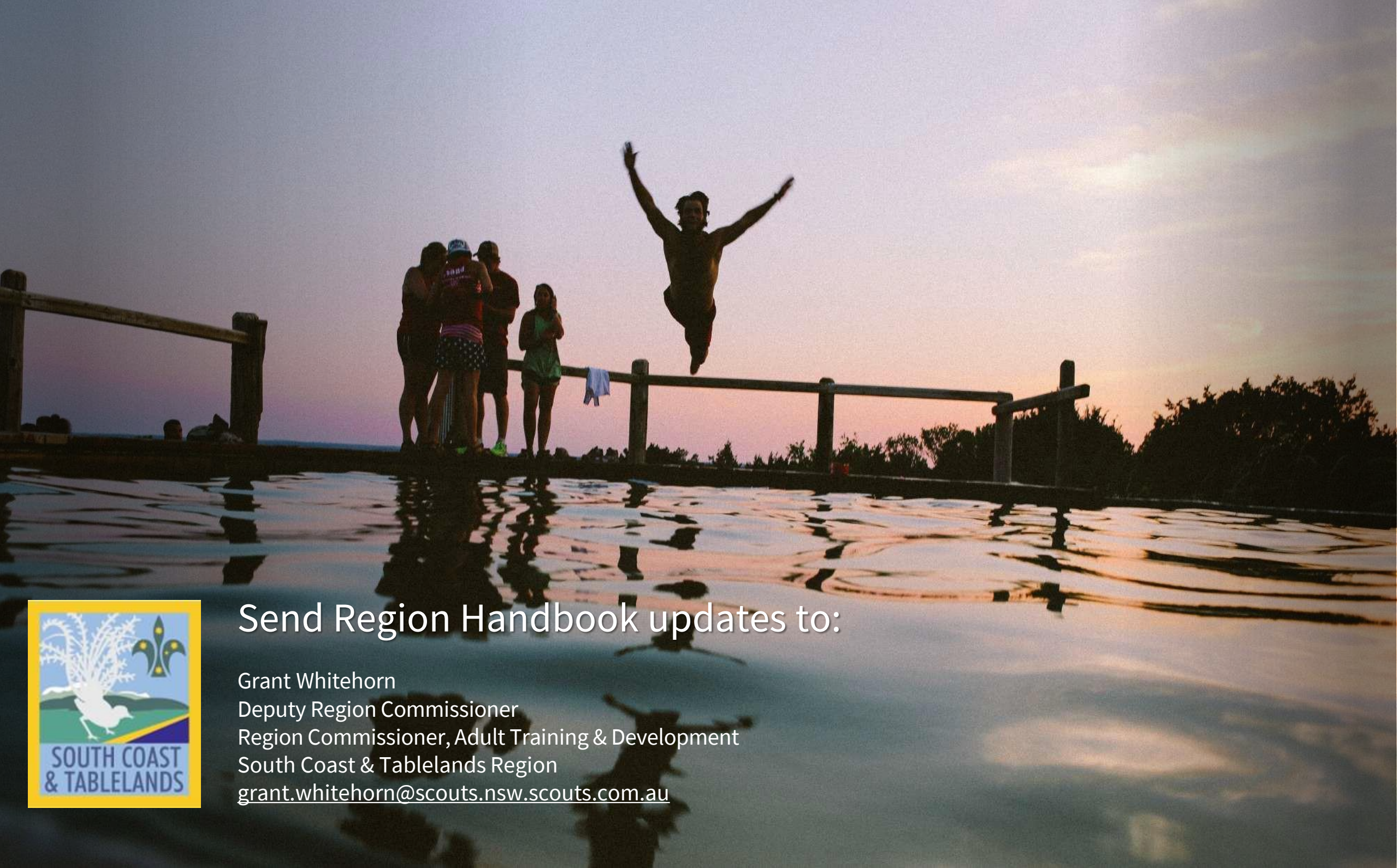
Shoalhaven Scout Fellowship Chair

Gail Redgate

[gail.redgate@nsw.scouts.com.au](mailto:gail.redgate@nsw.scouts.com.au)







Send Region Handbook updates to:

Grant Whitehorn  
Deputy Region Commissioner  
Region Commissioner, Adult Training & Development  
South Coast & Tablelands Region  
[grant.whitehorn@scouts.nsw.scouts.com.au](mailto:grant.whitehorn@scouts.nsw.scouts.com.au)





Creating a Better World