



Phase 1A Transitioning Youth Program Leader

The Individual Adult Volunteer Plan Phase 1 should accompany the A2 and be completed for an adult member changing roles.

The expectation is that this Phase will be achieved no later than 12 months after assuming a new role within the Movement.

If unable to tick each box, and your Team leader is unable to assist, refer to your next level up Team Leader or Branc

Branch Office for assistance.	ole to assist, refer to your flext level up Team Leader of		
I have received;			
a copy of my role description			
the Code of Ethics and Code of Conduct (Police	the Code of Ethics and Code of Conduct (Policy & Rules P5.2) (in application)		
I have discussed what I would like to achieve i	I have discussed what I would like to achieve in Scouting with my Team Leader		
I have identified and agreed current proficiencies¹ relevant to the role with my Team Leader			
I understand my rights and responsibilities as (in application)	listed in the Mutual Agreement (Policy & Rules P5.3.5)		
I commit to completing the requirements of the Certificate of Proficiency relevant to my role by			
———————— ² Refer Training Planove	rleaf		
I am aware who will provide me with support towards achieving a Certificate of Proficiency, that person being			
I understand that should I not complete the rec participate in an Adult Volunteer Performance	quirements of the Certificate of Proficiency I will Plan with my Team Leader.		
Trainee Name:	Team Leader Name:		
Membership Number:	Membership Number:		
Signature:	Signature:		

Date:

Version: September 2022

Date:

¹ These are to be mapped to requirements of the Certificate of Proficiency and agreed by Branch Commissioner Adult Training and Development (or equivalent)

 $^{^2}$ This is expected to occur within 6 months of joining subject to course availability within the Branch but must be no later than 12 months from joining

Training Plan

CHANGING ROLES: YOUTH PROGRAM LEADER

This annotated Youth Program Leader training plan is a guide for any Leader who has previously completed at least Basic training (achieved the Gilwell Woggle) in any role and is now transitioning to any Youth Program Leader role. This includes changing sections or changing from a Program Support Leader role to a Youth Program Leader role.

The On-Demand Scouting Preliminary and Scouting Essentials modules must be completed before applying to attend the Scouting Essentials Course. Child Safe Scouting			
Scouting Preliminary: On-Demand Modules Preliminary Scout Safe Educational Objectives and SPICES Plans Adult Leader Preliminary Scout Safe Educational Objectives and SPICES The Scout Method Youth Leading Adult Supporting I'm a Scout Essentials: On-Demand Modules Plan>Do>Review> Plan>Do>Review> Phievement Pathways iliding Resilience putzes to see if your earleady comfident with the material and on't have to complete the full module. Scouting Essentials Course Elementary Navigation Navigation Skills Course WHS and Scouting I'm an Adult Leader Preliminary Scout Safe Educational Objectives and SPICES The Scout Method Youth Leading Adult Supporting I'm a Scout Thank you B-P Plan>Do>Review> Plan>Do>Review> Thievement Pathways iliding Resilience put Empowerment ing Inclusive anaging Behaviours the Patrol System for One Program These are fun. engaging training courses held at some great Scouting ampsites or at Scout Hals near you. Check the course calendar and apply at https://scoutsvictoria.com.au/aga-sections-adults/training/ Course Elementary Navigation Navigation Skills Course Elementary Navigation Navigation Skills Camping Skills Equipment for Lightweight Camping Bushwalking Skills Equipment for Lightweight Camping Bushwalking Skills Interpreting Weather Group Facilitation Responding to Emergencies Flanning for Outdoor Activities Interpreting Weather Group Facilitation Responding to Emergencies		ying to attend the Scouting Essentials Course.	transitioning from any role to a Youth Program Leader
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Responding to Emergencies leaders will need to finish off		Group Facilitation	
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Version: September 2022 Page 2

Training Plan

Scouting Adventure Course	These are fun, engaging training courses held at some great Scouting campsites or at Scout Halls near you. Check the course calendar and apply at https://scoutsvictoria.com.au/age-sections-adults/training/ Recognition of Proficiency is available to those with existing skills. A form with guidance is available under Training Resources . You attend the Scouting Adventure after your Scouting Essentials course. If you have completed all pre-requisites and booked your Scouting Essentials course, you should also be able to apply for Scouting Adventure, even if you haven't yet attended Essentials.	Complete this course (or complete the Recognition of Proficiency form) only if you haven't historically completed a Basic Outdoor Skills or other equivalent sectional Outdoors course (e.g. Cub Pack Holiday course).
On The Job Training – Youth Program Leader	Once the On the Job – Youth Program Leader phase is completed, it is submitted to your Team Leader online. Once verified by your Team Leader (they will get an email) this will automatically be recorded on your membership record on Extranet the next day. Did you know? If you tracked your progress on the old 'Plan' and 'Do' milestones, those 'ticks' will have been transferred to the new checklist. You also no longer need to repeat the current On The Jobs if you move between sections.	Complete this checklist with your Team Leader as a proficiency check, if not already completed for a previous role. Your previous completion of Tech Skills and In-Service can contribute to this, but make sure you've covered off newer program elements included in the new checklist.
Certificate of Proficiency Awarded	Your training up to this point is recognised with the Certificate of Proficiency (COP), represented through the 'Gilwell Woggle'. The COP is the training qualification that allows you to be appointed as an assistant youth program leader, rather than a trainee.	Congratulations. Your existing Certificate of Adult Leadership gets bridged to the new COP!
	ieved a Certificate of Proficiency (including the On The Job – e Scouting Leadership On-Demand Modules to apply for you	
carronay availab	Growing Scouting	Complete these modules if not
	Spirituality and Scouting	already completed
Scouting	World Scouting #	
Leadership On-	Mentoring and Personal Progression #	
Demand	Leading Operational Tasks #	These modules are not yet available or included in our role
modules	Leading Effective Volunteer Teams #	pre-requisites.
	Sustainable Development and Scouting #	
	Emotional Intelligence and Leadership #	
Scouting Leadership Course	These are fun, engaging training courses held at some great Scouting campsites or at Scout Halls near you. Check the course calendar and apply at https://scoutsvictoria.com.au/age-sections-adults/training/ During this course your Wood Badge project will be approved by the Course Leader based on ideas that you bring and a scoping discussion.	Complete this course <u>only</u> if you haven't historically completed a sectional Advanced Practical, Advanced Sectional Techniques, or Leader of Adults Advanced course
On The Job Training – Scouting Leadership	This phase's checklist includes: • A final list of skills to verify • the completion of your Wood Badge Project. Your project will be scoped on the Scouting Leadership course. It should give you an opportunity to develop yourself in something related to your role while exploring the Fundamentals of Scouting. • an evaluation of your work on the ground called	Complete this checklist with your 'Team Leader's Team Leader' (usually the District Commissioner or delegate). If you've completed a Wood Badge Project for a previous role and this has been recorded on your Extranet record, you now do not need to complete

Training Plan

the **Wood Badge Evaluation**. After the Scouting Leadership Course there is a four-month Wood Badge evaluation period. This period involves observation and support for your skills in action to ensure that an advanced level of proficiency has been reached. During this time regular contact and discussion should be maintained with your Team Leader and/or Training Mentor. The verifier may recommend that the evaluation period be extended, with further support provided to the trainee.

This phase is completed with your 'Team Leader's Team

another one. Make a note of your previous Project completion when filling in the checklist so that the verifier can confirm this.

Leader' which for most Youth Program Leaders will be the District Commissioner or their delegate. You can submit this to them online once the checklist's completed. Once verified, this will automatically be recorded on your membership record on Extranet the next day.

Having completed the training program for your role, you

Wood Badge Awarded

Having completed the training program for your role, you will be awarded the Wood Badge, with a Certificate of Advanced Adult Leadership (CAAL) relevant to your role as a Youth Program Leader. The Wood Badge is awarded only once, while the CAAL represents that you have completed Wood Badge-level training for any subsequent role you undertake.

Congratulations! If you've previously been awarded the Wood Badge, you don't get awarded this again, but your Team Leader will be sent your new Certificate of Advanced Adult Leadership for a special presentation to you

= These modules are not yet available. Once available, they will be introduced to the training pathway.

Where to find the On-Demand Modules:

On-Demand Learning platform (https://training.scouts.com.au/curriculums/index). You will probably want to set this as 'My Training'.

You can also find the Training page using the 'Curriculums' menu up the top of the page.







Where to find the On The Job Phases:

These are also on the On-Demand Platform (https://training.scouts.com.au/) using the menu up the top.

Checking a leader's role pre-requisites

There's an extranet tool that tells you what training is required for a Leader's role. The easiest way is to click the 'check prerequisite' link on a member's record and then click 'show/hide more options' in the pop-up to see all the options.

There is an option for new Leaders with no level of training under the previous training system. For Leaders who trained previously, do a word search (Ctrl+F) for 'RETROSPECTIVE' and find the option that includes the Leader's highest level of previous training. This option is likely to require less additional training. It should work out to be consistent with the guidance in this pack.

The system says I need a Certificate of Proficiency?

All of the role options will require a **Certificate of Proficiency** – the guidance in the pages above explains how to bridge their current level of training to a new Certificate of Proficiency.