

**Scouts Australia – Queensland Branch**

**SCOUT LEADERSHIP COURSE**

**GUIDELINES AND PROCEDURES**

The following are guidelines and procedures to be adopted when Scout Leadership Courses are to be held.

**COURSE MANUAL**

\* Subjects and expectations within the Course will be set out in a Manual kept up to date by the Branch Commissioner Scouts and Branch Section Scout Council.

\* A copy of this Manual, the relevant forms and evaluation sheets will be provided initially to Regions or Districts. Any further copies are to be organised by the Regions or Districts.

\* Branch will provide amendments for the above when changes are made.

\* The Manual and the contents are to be provided with version control.

**COURSE LEADER & SUPPORT STAFF**

\* The Course Leader shall be a nominated Leader by the Region or District or District Commissioner. A Leader preferably experienced in the Scout Section is to lead the Course. The BC Scouts can be consulted regarding the suitability of the Course Leader.

\* The Course Leader shall select sufficient and suitable staff to assist in the running of the Course. It is preferred that Leaders from the Groups attending the Course be invited. Consideration should also be given to Leaders (new or old) who will benefit from assisting on the Course.

**HOW COURSE IS CONDUCTED**

\* The Course Leader Representative from the Region or District will manage the organisation of the Course and is responsible to ensure all the Course content and expectations are met. The way that the course is structured over the weekend is left to the discretion of the Course Leader.

\* It is suggested the Course be conducted from Friday evening until Sunday afternoon. This may vary depending on location and other local issues.

\* Courses are to be programmed as an active weekend and held outdoors as much as possible.

\* When possible Patrols are to be provided with a mentor to facilitate the development of each Scout.

**WHEN**

\* Courses are to be offered to the Youth Members within the Region or District at least once per year.

**WHERE**

\* Courses may be run within a Region or District. Courses may also be conducted with an ad hock Group if the occasion arises provided that the Leader running the course is approved to run a Leadership Course in their Region or District.

**NOTIFICATION**

\* A Course Notification Form is to be completed and forwarded onto the Branch Commissioner Scouts. This form provides details of the Course and requests for Course Materials.

\* Notify all Scouts attending the details of the Course and what are the expectations.

\* Contact Leaders that are assisting and notify them of their duties and responsibilities.

**ELIGIBILITY TO ATTEND**

\* A Scout should be at least twelve and a half years old and have obtained their Pioneer level Badge in the Award Scheme. However, consideration may be given to a young Troop that may have a mature Scout under the age of Twelve and a half to attend a Course.

\* Scouts nearing advancement to the Venturer Scout Section are encouraged to complete the Course as this is seen as a benefit to them as a future member of the Unit Council in the Venturer Scout Section.

\* It is not a pre-requisite to being a Patrol Leader or an Assistant Patrol Leader to be able to participate in the Course.

\* Scouts are required to attend for the full Course to receive their certificate of attendance and thus be eligible to undertake their Post Course Project.

\* Scouts who do not complete a Course due to immaturity, sickness or any valid reason may re-apply at a later time.

\* Scouts who do not complete the Course due to a lack of interest and then wish to complete the Course at a later date must have displayed that they are doing their best to keep the Scout Promise and Law and are willing to work to the Patrol system.

**SCOUT POST COURSE PROJECT**

\* A Project needs to be completed after the completion of the Scout Leadership course.

\* For details on the procedure for this Project refer to “Scout Post Course Project Criteria.”

\* A copy of the “Scout Post Course Project Criteria” is to be provided to the Scout prior to attendance at the Scout Leadership Course.

**COMPLETION**

\* On completion of the Course the Course Leader is to provide to the Branch Commissioner of Scouts:

(i) the Course Evaluation Sheet for Course Leaders;

(ii) the names and registration numbers of the Scouts that successfully completed the Course. Note this does not include the Project that will be assessed at Troop level. A Scout Leadership Course Nominal Roll is available for this purpose.

**Forward to:-**

 **the Branch Commissioner of Scouts**

 **bc.scouts@qldhq.scouts.com.au**