Go to this weebly website to download any of the files

 [Sydney North Region Scouts Resources for leaders, adult helpers, parents & youth. - Virtual Scouting (weebly.com)](https://sydneynorthregionscoutsresources.weebly.com/)

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| **Building a Better Scout Group - Best Practice. Suggested basic steps to get up and running and have an understanding of what should be happening in all the various sections & committees (with new GLs in mind).               Do this in conjunction with your District LeadersSTEP 1****New to the GL role ?**lets get the basics going to**Build a Better Scout Group** & work through all the steps over the next few months. Collect details from the following.**Group Council meeting.** All leaders, PLs etc Intersection activities, Group activities, District, Region options. Ideally monthly as there is lots to discuss.**Group Committee meeting.** Chair, treasurer, secretary, hall hire, GL etc & maybe 1 invited leader each time. Discuss Group & family activities, fundraising, promotions, membership & Annual fees.**​District Section meetings**. Seeonee etc District activities, hikes, camps, leadership courses.                                              Samples​​**Planning In the Group made Easy.**3 year planning NSW Form M7**STEP 2****Patrol & Unit meetings.** What do we want to do. Agenda & minutes samples​**STEP 3****Term programs decided & printed** and issued to all members. Program shows dates & activities for Record Book. Update books twice a term. Terrain or s/sheet updated. Program shows patrol meetings and Unit council dates, also Milestone Challenges, OAS, SIA etc.   **GL makes a summary** of the various Section activities from the programs so everyone can see what is happening each week. Samples attached ​**Record books and Terrain    Used to engage the scouts with their activities​****STEP 4****Operoo or Permission "forms" I**ssued at the start of the term**.** To be accepted/declined within 2 weeks of issue. This gives the leaders and PLs time to plan their hikes, camps etc  (food, transport), not at the last minute.**Terrain**   Scouts Australia Program Resources     ​         **​****Congratulations, the sections are up & running & everyone knows what is going on in the Group for the next 3-12 months**              **STEP 5****Scoutlink.** NSW. Group details & Trainee Leaders modules completed etc **On Demand Training** for trainees, existing leaders, adult helpers, committee members. use Scoutlink etc to keep in touch with member training.**STEP 6****The sections now have interesting & exciting activities and the youth are telling all their mates & inviting them to come along.****Don't let them down. Meet the parents, send a welcome email, invite them to be at the hall for 4-6 nights & invite the family to the investiture.****New chum's form, Welcome email** New chum form completed on night 1.  Basic details for GL.Welcome email sent to parents.   Week 1 & 2 visits, week 3 talk re intro to scouting with parents, Invoice issued, week 4-5 invested.**Parent & Youth initial Interviews         Introduction to scouting****​                                                                Interviewing parents & children​                                                                Suggested jobs on the committee****STEP 7Interviewing new leaders & training    Step 1, 2, 3 & ongoing training​****​STEP 8****20+ Promotions for the Group.**See this website **"Promotions" tab**       Do some promotions every year**Leader Support Guides.**See Scouts NSW​**REPEAT THE ABOVE EACH TERM**​**​****STEP 9****Membership fees billed annually.**   Sample spreadsheet      It is important to decide on the fee structure by 30th November.                         This will allow timely billing of the fee invoices early in the following year. ​**Advantages of a printed program**PLs & members can see the program, who is on duty & leading activitiesNew members are fascinated by the variety of activities & tell friendsEasy access for parents to plan their family activitiesMembers can use it when updating their account in TerrainUseful when preparing permission formsCan be put in a school newsletterCan be stuck on the hall/den notice boardCan be stuck on the fridge or in bedroomsCan be added to websitesCan be used when discussing the program at Councils (Unit, leaders, committee  etc )Can be sent to new members, others Units and District leadersGives the members/leaders satisfaction in seeing how their planning comes togetherDistrict leaders can see what the Units are up to & plan visits accordinglyIs a template for new leaders either joining or taking over the UnitGreat for handouts on promotion days | These files are on the website[groupleader\_term\_plan.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/groupleader_term_plan.docx) [1group\_functions\_summary1page.pdf​​​](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/1group_functions_summary1page.pdf)[council\_minutes\_draft.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/council_minutes_draft.docx)[committee\_minutes\_draft1.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/committee_minutes_draft1.docx)[audit\_of\_group\_getting\_ready.xlsx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/audit_of_group_getting_ready.xlsx)[amembership\_1st\_ingleside\_sample.xlsx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/amembership_1st_ingleside_sample.xlsx)[audit\_\_\_annual\_fees\_collection\_sample.xlsx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/audit___annual_fees_collection_sample.xlsx)[16\_point\_plan\_for\_gls\_\_\_dcs.xlsx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/16_point_plan_for_gls___dcs.xlsx)[district\_cub\_activities\_terms\_1-4.xlsx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/district_cub_activities_terms_1-4.xlsx)[www.nsw.scouts.com.au/members-services/state-forms/](https://www.nsw.scouts.com.au/members-services/state-forms/)​[patrol\_meeting\_report.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/patrol_meeting_report.docx)[unit\_council\_report.docx​](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/unit_council_report.docx)[term\_program\_unit\_draft.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/term_program_unit_draft.docx)[program\_all\_sections\_listed.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/program_all_sections_listed.docx)[group\_program\_2021.xls](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/group_program_2021.xls)[term\_program\_unit\_sample1.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/term_program_unit_sample1.docx)[term\_program\_unit\_sample2.docx](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/term_program_unit_sample2.docx)[term\_programming\_7\_steps\_\_pd.docx​](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/term_programming_7_steps__pd.docx)​[​](https://sydneynorthregionscoutsresources.weebly.com/uploads/1/2/8/5/12851030/committee_minutes_draft.docx)See 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