

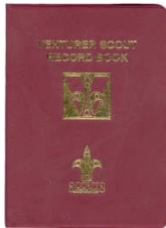


Scouts Australia - Greater Western Sydney Region Venturer Scout Council



Award Scheme Administration

Venturer Scout Record Book



- Purpose:** Contains all requirements for each badge of the Venturer Scout Award Scheme. Alongside each badge are spaces to obtain signatures from the Unit Council and the Activity Examiner (as required) to acknowledge satisfactory completion of the activity.
- Responsibility:** The individual Venturer Scout is to refer to the requirements of each badge and is responsible to obtain all necessary signatures.
- When:** Whenever commencing or completing a badge. It should be taken to all major activities and courses and be available for reference during Unit Council meetings.

V1 Form



- Purpose:** Provide a record of approvals for each award scheme badge that will accompany all evidence supplied for the tasks undertaken.
- Responsibility:** The individual Venturer Scout is to complete this form when requesting approval from the Unit Council to commence a badge.
- When:** Whenever a new badge is planned to be undertaken and upon completion of the nominated activity.

Unit Reporting Template



- Purpose:** Provides a record to the Region Commissioner and District Leaders of all changes to unit membership, any activities completed or planned, plus any award scheme badges commenced or completed since the last Region or District meeting.
- Responsibility:** Unit Secretary (under guidance from the Venturer Scout Leader)
- When:** Prior to each Region or District Venturer Scout Council meeting.

F3 Form



- Purpose:** Nomination of a Venturer Scout for the Queen's Scout Award.
- Responsibility:** The individual Venturer Scout is to complete Section A of this form and forward to the Unit Council.
- When:** Upon completion of all requirements for the Queen's Scout Award.



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Award Scheme Considerations

Venturing Skills Award

A bushwalking expedition must be conducted unless special circumstances exist of an individual nature that prevents the bushwalk proceeding (e.g. medical restrictions).

Leadership

Participation in a nationally developed Leadership Course must be completed prior to undertaking the six months in a leadership role.

Expedition

The maximum number of candidates for Expedition at Queen's Scout level shall not exceed half the party. Other party members may undertake the expedition at Venturer Award level. At Venturer Award level, all participants may be eligible for the badge provided all other requirements are achieved. Examiner requires Region approval.

Outdoor or Pursuits

The activity could be significantly different to or an extension of that previously done as part of the Venturer Award. If the same activity is used, it is essential that the Venturer Award level requirement is completed before commencing the Queen's Scout level. Examiner requires Region approval.

Service

Where Service at Queen's Scout level is also undertaken, it should be in the alternative area to Service at the Venturer Award level.

Endeavour Award

To attain the Endeavour Award, the same activity must be completed for 10 hours at Venturer Award level, a further six months at Queen's Scout level, and then an additional 50 hours.

Certificate II in Leadership Support and Certificate II in Business

To be eligible for these qualifications you must submit evidence for each badge used to complete your Venturer Award (must include Expedition) with sufficient time to be approved prior to your 18th birthday. It is important if you are intending to seek funding for a traineeship that you discuss this prior to submitting the application as in some instances gaining these qualifications may prevent future funding for a traineeship.



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Common Forms

Y1 Form

Purpose: To register a new applicant (who is not already a current Scout) as a NSW Branch Youth Member and to obtain Parent/Guardian Authority for the applicant to participate in the Scouting program.

Responsibility: Venturer Scout Leader

When: On the first visit by a new applicant to the Venturer Scout Unit.

A1 Form

Purpose: Notification of all activity details and provision of a participation and medical form to be completed by all participants and their Parent/Guardian if under 18 years of age.

Responsibility: Activity Leader

When: Distributed in advance of an activity such that Part 1 may be completed and returned to the Activity Leader no later than two weeks prior to the commencement of an activity.

M5 Form

Purpose: For parents or other adults (not already an appointed Adult Leader within NSW Branch) to declare they are not a prohibited person whenever they plan to attend a Scouting activity.

Responsibility: Activity Leader

When: Usually upon return of Activity Notification Forms but no later than the commencement of an activity.

Y2 Form

Purpose: To transfer a youth member from one formation to another.

Responsibility: Group Leader (in consultation with the Venturer Scout Leader)

When: Whenever a youth member transfers to another formation (including Rover Crews).

Y7 Form

Purpose: To inform NSW Branch of any youth members who are transferred or resigned from the Venturer Scout Unit.

Responsibility: Group Leader (In consultation with the Venturer Scout Leader)

When: In-between quarterly census updates whenever a youth member decides to resign from Scouting.



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Common Adult Leader Forms

W1 Form

- Purpose:** To register a new adult as a Scouting member.
Responsibility: Group Leader
When: Whenever a new adult agrees to commence adult leader training.

L1 Form

- Purpose:** To apply for a Training Course administered by the NSW Branch Training Team.
Responsibility: Individual participants.
When: Prior to course closing date.

L10 Form

- Purpose:** For trainee adult leaders to record the completion of all activities in their In-Service Training.
Responsibility: Individual adult leaders (with guidance from their Personal Leader Adviser)
When: As soon as possible after commencement of training.

W3 Form

- Purpose:** To transfer your adult leader appointment into a new role (e.g. Venturer Scout Leader or Assistant Venturer Scout Leader)
Responsibility: Group Leader (in consultation with the individual adult leader)
When: As soon as the individual adult leader has completed all relevant training requirements.

W4 Form

- Purpose:** To resign appointment as an adult leader.
Responsibility: Group Leader (in consultation with the individual adult leader)
When: Whenever an adult leader notifies the Group Leader that they are no longer available to act in their appointed role.