



READ ME FIRST !!

JUMPSTART Introduction

Welcome to the outdoor world of Scouts!

You have joined more than 30,000 other adults serving young people as leaders. This resource is designed to help you through the early stages of program planning for a Scout troop. As you read

through the material you'll find answers to many of the program-related questions most Scout leaders ask.

Do you feel a bit unsure or overwhelmed with the task of thinking up interesting Scout programs?

This is normal. We all experienced those same feelings.

The JUMPSTART program resource will give you enough background information, ideas and confidence to "jumpstart" your planning so you can begin having FUN with your Scouts.

How To Use JUMPSTART

Scouts Canada developed JUMPSTART to help get you off and running with a fun-filled program as quickly as possible. Remember these tips:

- Be flexible when planning and delivering your programs. While this package gives you a starting point, unforeseen events can alter the basic plan. Flexibility will make the meeting more enjoyable and easier for both you and the Scouts. The suggested time periods found in JUMPSTART's weekly planning schedules are approximate only; change them to suit your needs.
- Shared leadership means sharing the workload. When every leader accepts a job, no one feels over-burdened with all the work. This makes running a troop more fun. JUMPSTART's weekly planning schedules provide space to record which leaders have responsibility for specific activities.
- Keep notes. Was the program a success? What worked? What didn't? At the bottom of every weekly meeting schedule, JUMPSTART provides space to record these details. Plan to stay after the meeting to discuss the program with other leaders. Not only will future programs run smoother, but you won't have to schedule a separate meeting to discuss program planning.
- Be creative. JUMPSTART material sets out a basic plan; don't feel tied to it. Your own creativity will add even more excitement to the program.

What Is Scouts All About?

Before planning a program, you need to know something about this age group. Your program should be fun and within the average Scout's abilities to participate. They are learning to work as a team and develop important social and leadership skills.

Scouts Canada sets out more formal guidelines for the Scout program. To meet the Mission and Principles of Scouts Canada, the goals of the program are to encourage Scouts to:

- behave in ways that show adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of its duties,
- understand and demonstrate the requirements and responsibilities of good citizenship,
- develop the skills of working in co-operative relationships,
- show respect, tolerance for, and be of service to others,
- practise leadership skills,
- camp, explore and respect the outdoors, and develop good environmental practices,

- develop and display self-discipline and self-reliance,
- pursue hobbies and personal interests.

We seek to accomplish this through a system of progressive self-educating practices and activities.

Let's review how to plan a program. Once you know the process and how to involve Scouts, it won't be long until you're putting your own great ideas into action!

Program Planning

Effective planning is the key to providing a program which meets the needs of Scout-aged youth. It makes the difference between a program which offers no meaningful fun and one that gives a variety of quality activities and experiences.

Use the Scout program goals as an initial gauge for measuring whether a particular activity idea is appropriate for the program. The program standards are also a tool for evaluating the design of the section program.

Who Plans?

Although group decision-making may sometimes be slow, when the leadership team shares planning responsibilities, it reduces individual burdens.

Before getting too carried away with planning, don't forget an excellent resource — the Scouts themselves! Ask them about their interests. Give the Scouts an opportunity to brainstorm ideas and themes. Write these suggestions down for later.

Meet with your leadership team and develop common themes based on ideas generated by the Scouts. The team will see a purpose in their work; this will generate enthusiasm.

Long, Medium and Short Range Planning

Long Range

Choose about 10 themes offering a good variety of interests, when planning for the entire year. Mark down the following dates on a calendar:

- regular meeting dates
- school vacation periods
- special holidays
- area events (e.g. Apple Day)
- special community events
- special weeks (Scout/ Guide Week)
- hiking/camping activities
- dates when the meeting hall is not available

Now add other special dates (e.g. religious celebrations that might provide themes for your planning). See your leader's handbook for further details.

Write in the themes you want to do with your section keeping in mind the need for flexibility. You may have to change some things to suit others.

Be realistic when you estimate budget costs. The group will have to raise whatever budget your section needs. Prioritize your list in case you cannot do some things. Whatever you estimate, the group committee must approve it.

Now that you have a long term plan, use it as the basis for medium and short term plans.

Medium Range

A medium range plan covers a period of two or three months. Its purpose is to:

- identify community resources you need, and make necessary contacts,
- gather necessary equipment,
- set goals related to themes,
- determine youth member needs,
- designate specific program responsibilities to all leaders,
- communicate with parents,
- evaluate past programs and make necessary changes,
- brainstorm so as many activities as possible occur outside.

When developing your monthly programs, use a combination of program elements (the kind of combinations you will discover in JUMPSTART) to ensure variety. These elements include games, crafts, music, acting, sports, outdoors, and spiritual fellowship. Use these elements to avoid a boring program and to hold your Scouts' interest.

Short Range

You are now ready to prepare detailed plans for a specific time period — a month or a weekend event. Sit down with the entire team to prepare the meeting plan. During this meeting the team may want to “preview” the theme by doing such things as:

- playing the games,
- becoming familiar with the skills,
- practising ceremonies,
- learning new songs.

This “practice” prepares the whole team to help implement the activity. It ensures that any leader is ready to fill in, if needed. After the meeting, check back to see if your program activities met the Scout program goals. These goals help you evaluate whether your program fulfils the needs of Scout-aged youth. If your Scouts are having fun, you can bet it meets their needs.

Remember... plan your work, then work your plan, and HAVE FUN!!!!

Discipline In The Troop: Helpful Tips

Discipline is a topic Scout leaders are always considering. Here are some tips to help establish and maintain the necessary degree of control, while encouraging acceptable behaviour.

1. Establishing discipline is different from being a disciplinarian. Try to help Scouts develop self-control, not blind obedience to authority.
2. Set, and explain to your Scout troop, rules and routines, then follow them consistently. Help Scouts draw up a list of behaviour rules that they think are necessary to make the troop more fair for everyone. Create a Troop Code of Conduct and apply this Code to everyone.
3. Set a personal example for Scouts to see and learn from. Your attitude sets the tone and limits for acceptable troop behaviour.
4. Give ample warning when routines and activities are about to change. This will prevent Scouts from feeling rushed, and allow time to make the activity switch mentally.
5. Watch for warning signals that Scouts are losing interest; at this point, change activities.

6. Use praise to reinforce positive behaviour. Let Scouts know you notice and appreciate their efforts to be good or improve.
7. Deal with problems calmly, quietly, and without causing embarrassment to the youth. Never use humiliation or name-calling.
8. If things seem to be getting out of hand, call a “time out”, stop the activity and sit everyone down until order is restored. Explain what is going wrong and what is needed to correct the behaviour. Give the Scouts a chance to air their feelings. They may tell you something that was overlooked in the planning. Too often we assume youth are aware, or capable, of knowing what we want, when in reality no one has ever told them.
9. Prepare your meetings in advance. You will appear more confident. Have backup activities ready when Scouts get restless. Lag time between activities invites boredom and mischief.
10. Talk with other leaders, senior youth, and parents about discipline concerns that need special attention.
11. Use the patrol leaders. Part of their role involves finding out what Scouts like to do, assisting in planning and leading activities, and serving as role models.

FURTHER PROGRAM HELP

Program Resources

If you would like more ideas and information on program activities and program planning, look for these resources.

- *The Scout Leader's Handbook* — tells you everything you need to know about Scouts and the Scout section, ceremonies, working with youth, the outdoors, planning, and more.
- *The Leader Magazine* — published 10 times a year. It features program-related stories, tips and resource information.
- *Games from A to Z* — jam-packed with games.
- *Best of the Leader Cut Out Pages* — more tips and program ideas from the Leader magazine.
- *The Campfire Book* — this will light up your campfire program.
- *Scouts Canada's Song Book* — full of both traditional and fun songs for all occasions and theme programs.
- *The Patrol Leader Handbook* — activities and games to use.
- *Campfire Program CD/Cassette* — two actual campfire programs to use as is, or to help learn some great campfire songs.
- *Program Builder*-CD-Rom
- “*The Leader*” -CD-Rom
- *Fieldbook for Canadian Scouting* - looking for adventure? This is where it begins. Lots of great tips and information on how to safely enjoy the outdoors.
- www.scouts.ca - visit Scouts Canada's web site to keep current with program changes, tips and new information.
- *B.P.&P.* — This resource contains Scouts Canada's policies, procedures and more. Some of the documents included are:
 - Duty of Care — contains a Code of Conduct for Adults, smoking and alcohol policies, discipline and other subjects.
 - Camping/Outdoor Activities section: helpful information, outdoor policies, and Accepted Practices for Outdoor activities.
 - Forms — Forms and applications to help you run a safe and approved program.

Scout councils offer many development courses. Find out when they plan to run the next course. Call your local Group Commissioner or Council office for assistance and information. ^