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# Youth Commissioner Toolkit

Presented by the National Youth Network



English

Français



It starts with Scouts.

# Introduction

- This Toolkit is designed for all Youth Commissioners to provide you with the foundation you need to carry out the important initiatives and responsibilities that you have been entrusted with.
- If you haven't already, you will soon find out that Youth Commissioner positions have a lot of information and documentation surrounding them to take in. With the support of this Toolkit, your Council Youth Commissioner & the National Youth Commissioner we are confident that you will have a rewarding experience
- Thank you for taking on this important role! The work you are doing is vital to the continued success of our movement.



# How to use this Toolkit

- Each slide contains a description of each important aspect. **Hyperlinks to Documents & Resources** are in **Bold** text.
- Please take note that this is a working & evolving document. If you have any comments or questions, please send them to your Council Youth Commissioner or to the National Youth Commissioner.



# What is an Area Youth Commissioner?

- As an Area Youth Commissioner (AYC) you, along side your Area Commissioner (AC), are responsible for the management of your area. Your Council Field Executive (CFE) rounds out your Area “Key 3.” Each of you play an EQUAL role in the duties and responsibilities to manage the affairs of the Area. Assisted by the area service team and area youth network you will ensure quality program is being delivered, as outlined by the Program Quality Standards.
- Your major role is to ensure meaningful youth involvement within your Area and to promote & facilitate youth initiatives. This is achieved through active communication between the National Youth Network (NYN), Council and Area Service Teams, and the groups that run our program.



# BP & P – Bylaws, Policies, and Procedure

- Scouts Canada has a set of bylaws, policies, and procedures, also known as BP&P. This lengthy document is in place to make sure that Scouts Canada stays true to the Mission, Principles, Practices and Methods, and the Fundamental Principles of the World Scouting Organization.
- Bylaws are the core rules of the organization, which clearly state how it will operate.
- Policies explain why we are here (missions, goals, etc), and what our organization stands for (programs, services, etc)
- Procedures explain how it is we plan to put our policies into action; the day to day operations of the organization.

● [BP&P Online](#)



# Why do we need BP&P?

- There are many benefits to having a single reference point for all these things. These benefits include, but are not limited to:
  - Saves time – when issues arise this document can be checked for existing policy.
  - Education of new members – clearly states what our organization is all about.
  - Provides Job descriptions – lays out purpose, standards and expectations of positions.
  - Allows consistency in decision making – carries momentum forward when positions change hands.
  - Supplies direction – keeps the organization moving towards positive goals.
  - Keeping relevance – allows us to easily review our programs and services.
  - Avoids misunderstandings – sets a level playing field for all members involved.





# Mission Statement

The mission of Scouting is to contribute to the education of young people, through a value system based on the Scout Promise and Law, to help build a better world where people are self-fulfilled as individuals and play a constructive role in society.



# Principles

- Scouting is based on three broad principles which represent its fundamental beliefs.
  - Duty to God: This is defined as “adherence to spiritual principles, loyalty to the religion that expresses them and acceptance of the duties resulting there from.”
  - Duty to Others: This is defined as “loyalty to one’s country in harmony with the promotion of local, national and international peace, understanding and cooperation,” and “participation in the development of society, with recognition and respect for the dignity of one’s fellow-being and for the integrity of the natural world.”
  - Duty to Self: This is defined as “responsibility for the development of oneself”. This is in harmony with the educational purpose of the Scout Movement whose aim is to assist young people in the full development of their potentials



# What is a Network?

- Not only are you a member of the Council Youth Network, but you also have your own network at the Area level. For this youth network you are the Chair, and it's intent is to help you keep the lines of communication going throughout your council. Each Area's youth network is different and meets in many different ways depending on size (numbers and/or geographically). Commonly found positions on Area Youth Networks include:
  - Area Youth Commissioner
  - Network Reps (Program, Training, Recognition)
  - Youth Reps for Area Sub Committees (Popcorn, Properties, etc..)
  - Scouts Canada Youth Spokespeople
- [Networker's Guide - Adult Involvement](#)
- [Networker's Guide - Youth Commissioner's](#)
- [Networker's Guide - Network Meetings](#)



# Program



# Program Quality Standards

- Scouts Canada has developed [Program Quality Standards](#) for each of our sections. Having these minimum standards in place, and working with leaders to meet or exceed them, will ensure that leaders deliver programs at a high level of consistency across the country.
- In past years, it has been very difficult to judge program quality levels with certainty from section to section. Scouts Canada knew what it wanted youth and adults to receive in terms of excellent programs, but couldn't guarantee that members would receive this. With program quality standards, Scouting will be able to ascertain many quality factors such as number of outings, number of camping trips per year, youth input into planning and positive linking opportunities.



# Program Quality Awards

- In an effort to encourage groups to follow these program quality standards, Scouts Canada has introduced the [Program Quality Awards](#).
- This is a self adjudicating process; Sections will complete the form and pass along to their Group Commissioner for approval. The Group Commissioner forwards to their respective Area Commissioner who will, at an appropriate time and place, present the Award Crest, year tag and Certificate. You as the Area Youth Commissioner should be included in the presentation ceremony.
- This system will allow you and your Area Commissioner to have a better idea of who is meeting the standards and who needs support to get there.



# Gifts for Peace

- This Initiative began with the 100th Anniversary of Scouting, its goal was to honour our historic year by making our world a better place for everyone. The National Youth Network adopted this program because they realized scouting in Canada could focus its efforts to effectively fight against racism. This award can be achieved in two different ways: sharing or discovery. Both options are designed to educate youth about other cultures and raise understanding.
- Completion of the Gifts for Peace Program is signified by a crest (shown right). Each sections crest can be identified by the different background colour.



## [Gifts for Peace](#)



# Scouts of the World

- The [Scouts of the World Award](#) is an initiative to help National Scout Organizations revitalize their program for senior sections by giving young people more opportunities to face the challenges of the future, as identified by the UN Millennium Declaration, while completing the Service requirement of the Award in an International setting.



- Any Scouting member, or non-member, between the ages of 14 and 26 can participate. This program revolves around getting youth/young members thinking about development issues and then taking concrete action. Candidates can use the “passport” available online to track their progress.





# Good Turn Week

- Scouts Canada's National Good Turn Week takes place once a year (March 2011)
- Over 100,000 Scouts and leaders nationwide will participate.
- Scouting youth and adult volunteers may do any kind of Good Turn, then give the wristband to the recipient, who in turn does a "Good Turn" and pays the wristband forward again.
- Groups and individuals may post Good Turns live on the Good Turn microsite at [www.scouts.ca](http://www.scouts.ca), on the Scouts Canada Official Facebook Page, or text GOODTURN to 51051.
- Scouting is all about doing good turns and community service.
- Canadian parents are embracing our values of good citizenship and caring for others, which are more relevant than ever.
- Simple acts of kindness will generate others until The Good Goes National, and Canada will become a stronger and better place.



# Training



# Youth Training

- Scouts Canada is a pioneer in teaching leadership skills to youth.
- To assist with learning these skills 3 programs have been designed for youth training.
- These are unique because they are intended to be trained “for youth BY youth”.
- Because of this design the process is not only beneficial to the participants, but also to the youth who plan, organize, and execute the training sessions.



# Youth Training

- There are three age appropriate levels of these courses:
- F.L.Ex. - Fun Learning EXperience (for Cub Scouts)
  - [Manual](#)
- F.A.S.T. - Fun Active Scout Training (for Scouts)
  - [Manual](#)
- F.O.C.U.S. - Future Of Canada United in Scouting (for Venturer and Rover Scouts)
  - [Trainer's manual](#)
  - [Participant's manual](#)
  - [Supplementary materials](#)



# Section Training Courses

- A core component of our Cub Scout, Scout, and Venturer Scouts programs is the development of leadership skills, and the inclusion of youth in the operations of the section. Section training courses for Sixer/Second Council, Court of Honour, and Venturer Executive offer our youth an opportunity to develop and practice leadership skills in a peer environment. It is important that these courses be running in such a way that they are age appropriate in both presentation, and being enjoyable.
- There are modules on these section training courses in F.A.S.T., F.L.EX., & F.O.C.U.S.



# Sixer/Second Council

- A Sixer/Second council is implemented within a Cub Scout Pack to help share the leadership responsibilities and to help with the planning of the pack.
- The Sixer/Second council meetings are to be run separate from regular pack meetings and are to be run by the youth. Discussion topics in meetings could range from discipline problems at meetings to helping plan activities for camps. Meetings should run at least once a month or as needed or requested by the members of the council.
- People attending the meetings are all Sixers and Seconders from the sixes in the Pack, along with leaders from the Pack. Youth should take the primary responsibilities at the meetings, such as making an agenda to taking minutes and chairing the meeting. Youth can either be chosen for a specific role or the positions can be shared amongst members of the council.



# Court of Honour

- A Court of Honour is implemented within a Scout Troop to help share the leadership responsibilities and to help with the planning of the Troop.
- The Court of Honour meetings are to be run separate from regular Troop meetings and are to be run by the youth. Discussion topics in meetings could range from discipline problems at meetings to helping plan activities for camps. Meetings should run at least once a month or as needed or requested by the members of the Court of Honour.
- People attending the meetings are all the Patrol Leaders in the Troop, along with the leaders. Youth should take the primary responsibilities at the meetings, such as making an agenda to taking minutes and chairing the meeting. Youth can either be chosen for a specific role or the positions can be shared amongst members of the Court of Honour. Other Scouts from the troop may attend if they have been requested to be a part of a specific project or committee.



# Venturer Executive

- Venturer Scouts is a youth driven program based on the motto “Challenge”. Without a structured executive this program may not be as beneficial as it should be. Venturer executive training gives Venturer Scouts the basic tools they need to run their section; educating them on the roles and responsibilities of the Advisor, the executive, and the rest of the company. It also teaches them how to set goals, the planning process, and gives general ideas on where the Venturer Scout program can take them.
- Venturer executive training can be run at a Council or Area level, and can quite easily be offered in conjunction with FOCUS training. Both programs share key components and offer many useful skills for any executive member.





# Recognition



It starts with Scouts.

# Medal of the Maple

- The [Medal of the Maple](#) is an award for Distinguished Youth Service created by the members of the National Youth Network. It honours those youth who have significantly contributed to the Movement and the spirit of Scouting through community service, extraordinary Scouting participation and a solid system of personal values. Any registered member aged 26 or under is eligible for the award.



- The applications for this award are reviewed by a Council committee consisting of the Council Youth Commissioner (or designate),
- The Council Commissioner (or designate) and two or three other members. The Council Youth Commissioner would ordinarily chair this group.



# Reginald K. Groome Memorial Scholarship

- Although you may not be attending a post secondary school next year it is important that those youth members who will be know about the scholarship opportunities that are available. This information should be available and advertised to all youth in your council planning on attending a post secondary school (Venturer Scouts, Rover Scouts, SIT's, young leaders).
- The Scouts Canada Foundation has established several scholarships to be awarded annually to support members of Scouts Canada entering or continuing full time studies at a Canadian university or college. These scholarships are presented in memory of Reginald K. Groome who, in addition to many other Scouting roles, served as Chairman of the Boy Scouts of Canada Trust (now the Fondation Scouts Canada Foundation) for a number of years.



# Other Tools & Documents

- [Tool Box Ladder- Principles of good practice for youth participation](#)
- [Moving the Yardstick- Achievements of the National Youth Network](#)
- [Various Scouts Canada Leader Handbooks](#)
- [Scouting Resume and Recruiting form](#)
- Acronyms and their meanings
- [Scouting Now: Action Plan for Canadian Scouting](#)
- [Scouts Canada official Facebook page](#)
- [Scouts Canada official Twitter page](#)



Questions? Comments? Concerns?

E-mail the National Youth Network at  
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