



# **PROGRAMMING TOOLKIT**

## **FOR THE ROVER SCOUT CREW**

### **PART ONE**

# **Long Term Programming**

## ***A Tool for Rover Crews***

*The following templates have been developed to assist Rovers to develop an outstanding program for the year. Whilst ensuring the key components of our program – The Areas of Personal Growth and the Scout Method are covered in everything that the Crew tackles for the year.*

*Use in conjunction with the document, 'Understanding the Areas of Personal Growth & The Scout Method'.*

# GUIDELINES FOR LONG TERM CREW PROGRAM PREPARATION

## OVER 12 MONTHS THE FOLLOWING SHOULD BE INCLUDED IN THE PROGRAM:

- ✓ Major activity – that engages the whole Crew, takes several months of preparation, should include areas of the award scheme and culminates with a long camp, service project, Interstate or International trip or other significant event.
- ✓ Participation in International, National, Branch, Region and District events
- ✓ Minimum of four Crew only camps
- ✓ Minimum of four small group activities, day trips or hikes as a part of the award scheme where possible
- ✓ Minimum of three activities with another Crew
- ✓ Has a balance of indoor and outdoor activities
- ✓ Has a balance of activities at and away from the normal meeting place
- ✓ Has a balance of activities that cost money and are free or not expensive
- ✓ Minimum four activities with a local Venturer Unit to support linking
- ✓ Minimum two activities with local Scout Troop to support linking
- ✓ The Crew participates in at least two service activities
- ✓ At least one Crew Council/Business meeting per quarter
- ✓ Members of the Crew participate in Squire training and formal Adult Leadership training
- ✓ All members of the Crew encouraged to work towards the Baden Powell Award
- ✓ Regular representation at either Region, Branch or National Rover Council and encouraged to join the executives of these councils
- ✓ Members are encouraged to become leaders in another section

### ***Balanced program that covers all of the AREAS OF PERSONAL GROWTH***

- |                            |                         |
|----------------------------|-------------------------|
| ✓ Spiritual Development    | ✓ Social Development    |
| ✓ Physical Development     | ✓ Character Development |
| ✓ Intellectual Development | ✓ Service               |
| ✓ Emotional Development    |                         |

### ***Regular inclusion of all facets of the SCOUT METHOD***

- |                    |   |
|--------------------|---|
| ✓ Games/activities | ✓ Team System   |
| ✓ Nature           | ✓ Service   |
| ✓ Promise and Law  | ✓ Symbolic Framework - for Rovers accepting new challenges in a team and individually |

*If the Rover Award Scheme is followed then the Crew program will cover both The Areas of Personal Growth and use the Scout Method. All of these areas are linked to the 4 areas of the award scheme.*

- |                          |                         |
|--------------------------|-------------------------|
| ✓ Leadership Development | ✓ Personal Growth       |
| ✓ Outdoors Activities    | ✓ Community Involvement |

### **SUMMARY – At all times we need to consider the following with everything that we do -**

- |                      |              |                    |                 |               |
|----------------------|--------------|--------------------|-----------------|---------------|
| ✓ Is it challenging? | ✓ Is it fun? | ✓ Is it rewarding? | ✓ Is it useful? | ✓ Is it safe? |
|----------------------|--------------|--------------------|-----------------|---------------|



## CALENDAR OF EVENTS FOR YEAR

It is important to know all events that might support or hinder programming over the year. The Crew should complete a full list of known events before meeting to programme. Use the pre filled event calendar as the base for programming the Crews program. It will help to generate more ideas and to see links between activities.

**Include (at least) the following:**

- School holidays (for other sections)
- All exam schedules
- Public holidays
- Community events
- Adult Training courses
- RRC/BRC events and meetings
- Other Crew's event's
- International, National, Branch, Region, District and Group events
- Adventurous Activities Courses
- First Aid Courses

	Week 1	Week 2	Week 3	Week 4	Week 5
JAN					
FEB					
MARCH					
APRIL					
MAY					
JUNE					
JULY					
AUGUST					
SEPTEMBER					
OCTOBER					
NOVEMBER					
DECEMBER					

**LAST YEARS PROGRAM**

Bring along a copy of last year’s program and your review tools of last years program.

- Check it for key dates and events that might be happening again.
- Check it to list what parts of the award scheme and Areas of Personal Growth were covered.
- Check it to make sure the new program is totally different, so that you have new and interesting challenges for the year.

**IDEAS BRAINSTORM**

Sit down with the whole Crew and brainstorm as many activities and programming ideas as possible under the following headings. Once this has been completed discuss each key item to ensure everyone understands what it is about and then rank each list in priority order. Use butchers paper, whiteboards or a data projector so that everyone can see the list.

Make sure Crew members have been warned about the meeting so that they can come prepared with ideas. Just in case the Crew doesn’t generate many ideas have some programming books, websites and other resources available to help generate a high quality long-term program.

<b>MAJOR EVENT IDEAS</b>	<b>BRIEF DESCRIPTION</b>	<b>AoPG</b>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

<b>COMMUNITY/SERVICE IDEAS</b>	<b>BRIEF DESCRIPTION</b>	<b>AoPG</b>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

<b>OUTDOORS ACTIVITIES IDEAS</b>	<b>BRIEF DESCRIPTION</b>	<b>AoPG</b>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

<b>LOCATIONS/ACTIVITIES FOR CAMPS</b>	<b>BRIEF DESCRIPTION</b>	<b>AoPG</b>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

LEADERSHIP DEVELOPMENT IDEAS	BRIEF DESCRIPTION	AoPG
1.		
2.		
3.		
4.		
5.		

PERSONAL GROWTH IDEAS	BRIEF DESCRIPTION	AoPG
1.		
2.		
3.		
4.		
5.		

REGULAR PROGRAM MEETING IDEAS	BRIEF DESCRIPTION	AoPG
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

# LONG TERM PROGRAM – *Planning*

**DEVELOPED BY:** (List the Crew members developing the long term plan):

**DATE:** \_\_\_\_\_

Crew Leader \_\_\_\_\_

Rover \_\_\_\_\_

Rover \_\_\_\_\_

Rover \_\_\_\_\_

Rover \_\_\_\_\_

Rover \_\_\_\_\_

Rover: \_\_\_\_\_

Rover \_\_\_\_\_

Once all of the background information has been collected it is then time to start prioritising everything.

- Firstly list everything that is non negotiable and must happen
- Prioritise major events over the year
  - What training will be required to achieve these events?
  - How much time will be needed to skill everyone to participate?
- Ensure a balance between Leadership Development, Outdoors Activities, Personal Growth, & Community Involvement. This will then ensure both the Areas of Personal Growth & Scout Method are covered.
- Ensure the needs and interests of all members have been met

## CREW GOAL/MAJOR PROJECT FOR THE YEAR

What will the Crew do? \_\_\_\_\_

Why have you chosen this activity? \_\_\_\_\_

Where will it happen? \_\_\_\_\_

When will it happen? \_\_\_\_\_

Who is in charge? \_\_\_\_\_

What will you need? \_\_\_\_\_

Who can participate? \_\_\_\_\_

How will you know you have been successful? \_\_\_\_\_

How much money will be required? (Estimate) \_\_\_\_\_

What parts of the Award Scheme of Areas of Personal Growth will be covered? \_\_\_\_\_

## AWARD SCHEME

Highlight the areas of the award scheme you plan to cover during the year and when this will happen.

### BADEN POWELL SCOUT AWARD

Some Crew members will be working towards their BPSA. Complete this table to get an idea of any activities they might be planning that will need assistance from other Crew members and thus impact on the Crew program.

NAME OF CREW MEMBER	AREA OF BPSA	WHEN	WHAT REQUIRED FROM CREW

**SPECIALIST BADGES TO COVER OVER THE YEAR AS A CREW**

List the Specialist Badges that you plan to complete as a Crew, when and the resources required.

<b>SPECIALIST BADGE</b>	<b>WHEN</b>	<b>RESOURCES (PEOPLE/EQUIPMENT)</b>
Scouts of the World		
Anchor		
Deaf Sign Language		
Faith awareness		
First aid/Life Saving		
Land Care		
Language Emblem		
Their Service – Our Heritage		
World Scout Environment Badge		
Radio Operator		
Other		
Other		

**ADVENTUROUS ACTIVITIES**

What adventurous activities does the Crew plan to participate in during the year? Activities can include:

- ☒ Caving ☒ Land Yachting ☒ Gliding ☒ Flying ☒ Bush Walking ☒ Rock Climbing ☒ Sailing ☒ Canoeing ☒ Snorkelling ☒ Diving ☒ Abseiling
- ☒ Ski Touring ☒ Rafting ☒ 4x4 Driving ☒ Geocaching ☒ Mountain Biking ☒ Power Boating ☒ Water Skiing ☒ Parascending ☒ Radio Activities

<b>ADVENTUROUS ACTIVITY</b>	<b>WHEN</b>	<b>AREAS OF AWARD SCHEME COVERED</b>	<b>RESOURCE (PEOPLE/EQUIPMENT)</b>



## LONG TERM PROGRAMMING – *The overview*

Now map everything out for the year so that you have an overview of everything that will happen to ensure a balanced, challenging and fun program that everyone in the Crew will enjoy.

- The program is still flexible just in case other ideas or changes occur.
- The final columns can be completed at the start of each term to determine what exactly will happen, when it will happen, who will be responsible to organise the activity and what equipment will be required.

TERM ONE		Theme/Key areas of the award scheme to cover:			COMPLETE THIS SECTION ONE TERM BEFORE		
MONTH	DATE	CREW ACTIVITIES	GROUP, DISTRICT, REGION, BRANCH, COMMUNITY ACTIVITIES	AWARD SCHEME COVERED	WHEN & WHERE	WHO	EQUIPMENT & OTHER PLANNING
JANUARY							
FEBRUARY							
MARCH							

TERM TWO		Theme/Key areas of the award scheme to cover:			COMPLETE THIS SECTION ONE TERM BEFORE		
MONTH	DATE	CREW ACTIVITIES	GROUP, DISTRICT, REGION, BRANCH, COMMUNITY ACTIVITIES	AWARD SCHEME COVERED	WHEN & WHERE	WHO	EQUIPMENT & OTHER PLANNING
APRIL							
MAY							
JUNE							

TERM THREE		Theme/Key areas of the award scheme to cover:			COMPLETE THIS SECTION ONE TERM BEFORE		
MONTH	DATE	CREW ACTIVITIES	GROUP, DISTRICT, REGION, BRANCH, COMMUNITY ACTIVITIES	AWARD SCHEME COVERED	WHEN & WHERE	WHO	EQUIPMENT & OTHER PLANNING
JULY							
AUGUST							
SEPTEMBER							

TERM FOUR		Theme/Key areas of the award scheme to cover:			COMPLETE THIS SECTION ONE TERM BEFORE		
MONTH	DATE	CREW ACTIVITIES	GROUP, DISTRICT, REGION, BRANCH, COMMUNITY ACTIVITIES	AWARD SCHEME COVERED	WHEN & WHERE	WHO	EQUIPMENT & OTHER PLANNING
OCTOBER							
NOVEMBER							
DECEMBER							

## DO YOU HAVE A BALANCED PROGRAM?

At last, an overview of the Crew program has been developed! Well done. But, how does it rate? Now go through the program and rate your program against the following checklist.

Add up the points, if you rate -

560 or more points – well done you have a great program planned for the year!

500 – 560 points – you have a good program planned. How could it be fine-tuned to make it great?

450 or below – well done for taking the time to plan for the year. Organise another programming meeting to review the program and in the meantime chat with your Rovers to develop some new ideas to make it a great program!

### PLANNING

- The Whole developed the program (10 points)
- All Crew members submitted ideas (10 points)
- All aspects of the program planning tool have been completed (10 points)
- At least 4 Business meetings planned (10 points)
- Implementation/running of the program is shared across the Crew (20 points)

### PROGRAM CONTENT

- An outline for a major event has been developed (20 points)
- Minimum of four Crew camps planned (10 points per camp)
- Planned participation in National, Region or Branch events (20 points)
- Minimum of 4 small group activities (10 points per activity)
- Has a balance of indoor and outdoor activities (10 points)
- Minimum of 4 activities with local Venturer Unit/s (10 points)
- Minimum of 3 combined activities with another Crew (10 points)
- 50% of the program for the year will be held out of the den (20 points)
- Has a financially balanced program (10 points)
- Minimum of 2 activities with Local Scout Troop (10 points)
- The Crew will participate in at least 2 community or service events (10 points)
- Planned participation in at least 4 Adventurous Activities (20 points)
- At least 50% of the program is different to last year (20 points)
- All Rovers are excited about the content of the program (10 points)
- The program is challenging (20 points)

### AWARD SCHEME

- The regular program allows members to complete their BPSA (20 points)
- At least 1 specialist badge will be completed by the Crew (10 points)
- At least 30% of the Crew are attempting there BPSA (10 points)

### TRAINING

- The Crew has an active and effective Squire training system (20 points)
- Members signed up to online training (10 points)
- Members booked into a Leadership Course (10 points)
- Members booked into an Adventurous activity Course (10 points)
- The Crew has more than one option for Crew Leader (10 points)
- The Crew will be regularly represent at RRC and/or BRC (10 points)
- Rovers are encouraged to become leaders (10 points)
- Crew members are RRC or BRC executive members (10 points)

### VARIETY - (SCOUT METHOD)

- A variety of different activities and games have been planned (20 points)
- A variety of activities occur in nature (20 points)
- All aspects of the program reflect the values of both the Scout Promise and Scout Laws (20 points)
- The Scout Method is incorporated into every meeting (20 points)
- Service is incorporated into every programe (20 points)
- Over the year Rovers will do things that they have never done before (20 points)

**VARIETY** – Have the Areas of Personal Growth been equally covered? (See the document ‘*Understanding the Areas of Personal Growth & The Scout Method*’.

<b>How is Spiritual Development covered each quarter? (List how)</b>	<b>% of the program</b>
Quarter One _____	_____ %
Quarter Two _____	_____ %
Quarter Three _____	_____ %
Quarter Four _____	_____ %

Spiritual Development is covered in a different manner every term (20 points)

<b>How is Physical Development covered each quarter? (List how)</b>	<b>% of the program</b>
Quarter One _____	_____ %
Quarter Two _____	_____ %
Quarter Three _____	_____ %
Quarter Four _____	_____ %

Physical Development is covered in a different manner every term (20 points)

<b>How is Intellectual Development covered each quarter? (List how)</b>	<b>% of the program</b>
Quarter One _____	_____ %
Quarter Two _____	_____ %
Quarter Three _____	_____ %
Quarter Four _____	_____ %

Intellectual Development is covered in a different manner every term (20 points)

<b>How is Emotional Development covered each quarter? (List how)</b>	<b>% of the program</b>
Quarter One _____	_____ %
Quarter Two _____	_____ %
Quarter Three _____	_____ %
Quarter Four _____	_____ %

Emotional Development is covered in a different manner every term (20 points)

<b>How is Social Development covered each quarter? (List how)</b>	<b>% of the program</b>
Quarter One _____	_____ %
Quarter Two _____	_____ %
Quarter Three _____	_____ %
Quarter Four _____	_____ %

Social Development is covered in a different manner every term (20 points)

<b>How is Character Development covered each quarter? (List how)</b>	<b>% of the program</b>
Quarter One _____	_____ %
Quarter Two _____	_____ %
Quarter Three _____	_____ %
Quarter Four _____	_____ %

Character Development is covered in a different manner every quarter (20 points)

**TOTAL SCORE: /600**