



GROUP COMMISSIONERS GUIDE TO GREAT, SAFE SCOUTING ADVENTURES

At Scouts Canada our mission is to develop well-rounded youth better prepared for success in the world.

We want to thank you for your commitment, your time, and the energy you have put into accomplishing this goal. Without your hard work and passion, we couldn't deliver our dynamic and engaging programs.

This guide and the materials in the Spring Shipment Package will help you and your Scouters deliver a quality program filled with adventure, outdoor experience, and friendship. You will also find information to help you fundraise through Scout Popcorn and tools available to support recruitment, public relations, and advertising campaigns.

It is due to you and our Volunteers that we are able to see our vision of Canadian youth making a meaningful contribution to creating a better world come to fruition. Once again, thank you.




National Commissioner


National Youth Commissioner


Executive Commissioner and CEO



Milestone Recognition Program Gifts and Thank-You Crests

In your Spring Shipments package you will find some gifts to help you say “thank-you” to the dedicated Scouters in your Group. As part of the Milestone Recognition Program, Scouters in their first five years of service are recognized with a small gift to commemorate their contribution to Scouts Canada. We have also produced a limited edition Thank-You crest for each Scouter in celebration of their passion, hard work and commitment. Please find an appropriate event to present Scouters with their Milestone Recognition Program gifts and Volunteer Thank-You crests before the end of the Scouting year.



New Scouter Onboarding

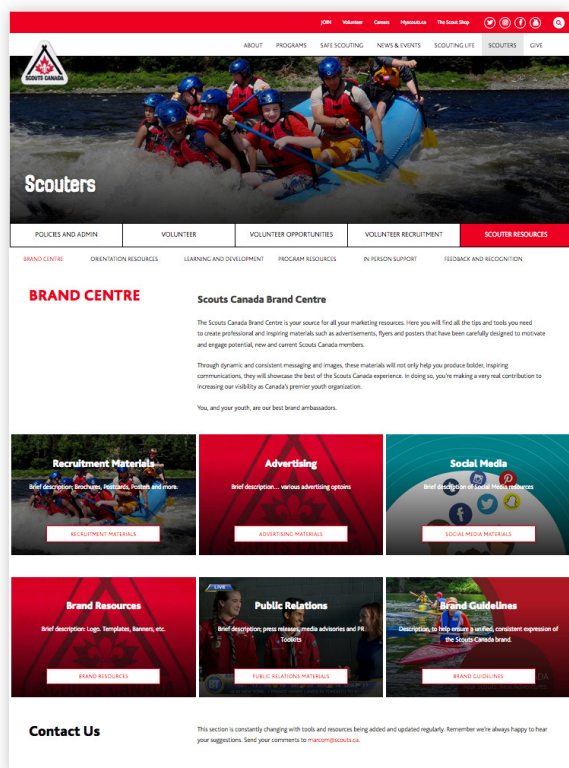
An in-person orientation creates a lasting positive impression for new Scouters as they start their role with Scouts Canada. For the new Scouter, this isn't just the start of a new volunteer position; this is the beginning of exciting new adventures and possibilities

In your Spring Shipment you will find The New Scouter Welcome Kit, which can also be found electronically at, [Scouts.ca/NSWK](https://scouts.ca/NSWK). On pages 11- 20 of the kit you will find information required to get your Scouters ready for the great adventure of Scouting. A valuable resource for any new Scouter, providing them with The New Scouter Welcome Kit during the in-person interview will help prepare them for their new role.



You will also find a supply of Wood Badge woggles for Scouters upon completion of their Wood Badge I. Consider recognizing Scouters with their Wood Badge in front of youth and parents; this is a great opportunity to showcase the training that our Volunteers commit to in order to better facilitate a quality Scouting program. Replacement woggles should be purchased from one of our Scout Shop locations or at [Scoutshop.ca](https://scoutshop.ca).

Scouts Canada has a new, revitalized Brand Centre



Fulfilling Scouts Canada's mission means ensuring that as many youth as possible are invited to participate in great, safe Scouting adventures. The revitalized Brand Centre offers even more tools Groups can utilize to create professional and inspiring materials such as; advertisements, flyers and posters, that have been carefully designed to motivate and engage potential, new and current Scouts Canada members.

To access the Brand Centre visit [Scouts.ca/brandcentre](https://scouts.ca/brandcentre), where you will find materials to support your goals for recruitment, fundraising, social media engagement and much more.

As previously communicated, recruitment materials will now be shipped to Groups on an as needed basis. Items can be selected from the Brand Centre in the Recruitment Section ([Scouts.ca/recruitment](https://scouts.ca/recruitment)) and ordered from the Marketing and Communications department by email at marcom@scouts.ca.

Great Adventures Start with Scout Popcorn

Visit ScoutPopcorn.ca for a [planning tool](#) and [timeline](#) to help guide your 2018 Scout Popcorn Campaign planning. You can find even more tools there to help you reach your 2018 fundraising goals like printed posters, thank you notes, order and goal setting sheets, and much more.

In 2017, Scout Popcorn helped fuel nearly \$3 million worth of great Scouting adventures for youth across the country- from canoe trips to Jamboree attendance. All while providing youth with the opportunity to learn many valuable life skills and develop positive self-esteem and confidence.



Included in your Spring Shipment package you will find a planning tool and timeline to guide your 2018 Scout Popcorn Campaign planning. Be sure to also visit ScoutPopcorn.ca, to find even more tools to help you reach your 2018 fundraising goals like printed posters, thank you notes, order & goal setting sheets, and much more.

Support the great adventure of Scouting by participating in the 2018 Scout Popcorn Campaign.

Support Quality Program – Drive Retention & Recruitment

Section Scouters and Section Leadership Teams aren't on their own in the quest for a quality program full of great safe Scouting adventures. Each program cycle (season), Sections should conduct a program quality review as described in the Program Quality Guide found at: [Scouts.ca/wp-content/uploads/scouters/program-quality-guide.pdf](https://scouts.ca/wp-content/uploads/scouters/program-quality-guide.pdf).

As a Group Commissioner how can you help facilitate a quality program that will drive retention and recruitment? When Sections share the results of their Seasonal Assessment, the Group Committee should ask how the Section is improving any problem areas identified by the review.

Safety Leadership

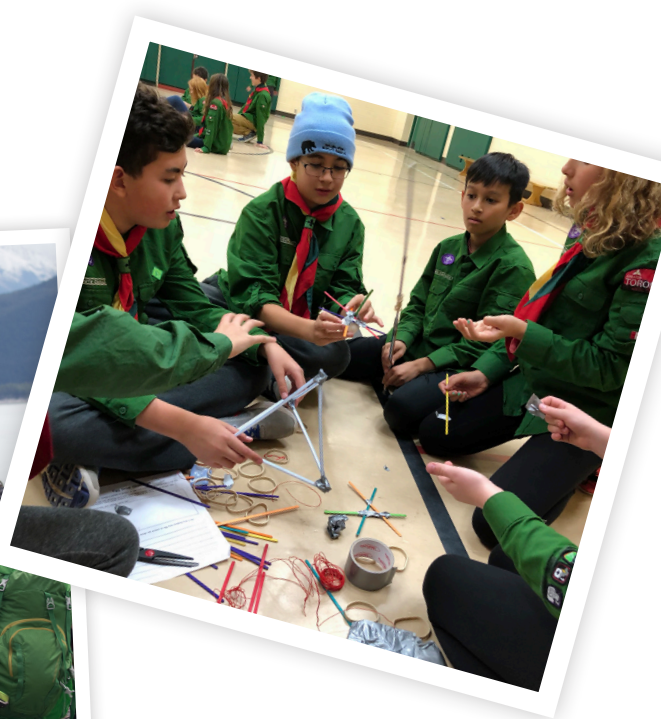
Scouting not only allows youth to gain essential outdoor skills, it teaches them to prioritize safety in all activities. There are many resources available to help you create a culture of safety in your Group, including the safety card enclosed in your Spring

Shipment package. This card is an easily accessible resource to help Scouters incorporate a safety Plan- Do- Review in all activities, and provide them with important contact information in case of an emergency. By visiting [Scouts.ca/safety](https://scouts.ca/safety), you can also access monthly safety tips - from Lyme disease to toboggan and internet safety – and other resources to ensure great, safe Scouting adventures.

If you have questions about Scouts Canada's safety policies, or have a particular safety issue that you would like to bring to our attention, please contact our Safe Scouting team at safety@Scouts.ca, or in an emergency situation call, 1-800-339-6643.

Online Support Centre – Help.Scouts.ca

The Online Support Centre is your go-to resource for managing and supporting a Scout Group. Visit help.Scouts.ca where you can find "How To" and FAQ articles for eLearning, MyScouts.ca, Online Registration and Volunteer screening. If you still can't find what you are looking for, the Online Support Centre provides easy access to contact the Scouts Canada Help Centre



GROUP COMMISSIONER CALENDAR

APRIL	MAY	JUNE	JULY
<p>Registration Support: Prepare for Spring Registration https://help.Scouts.ca/hc/en-ca/articles/213089683-Online-Registration-FAQ</p> <p>Volunteer Succession Planning http://Scouts.ca/vstk/pdf/support/Scouter-Support-Playbook.pdf#page=32</p> <p>Section Support Visit http://Scouts.ca/wp-content/uploads/scouters/support/servicing-tips.pdf</p> <p>Safety Tip – Allergy Safety http://Scouts.ca/wp-content/uploads/safety/safetytip-apr2016-allergy-safety.pdf</p>	<p>Registration Support: Find-a-Group http://help.Scouts.ca/hc/en-ca/articles/204381670-Find-a-Group-FAQ</p> <p>Scout Popcorn Campaign Planning Begins http://Scouts.ca/popcorn/scouters.html#kit</p> <p>Spring Program Quality Review http://Scouts.ca/wp-content/uploads/scouters/program-quality-guide.pdf</p> <p>Volunteer Recruitment: Bring-a-Parent http://Scouts.ca/wp-content/uploads/scouters/parent-engagement/Parent-Engagement-Defined-Roles-for-Parents.pdf</p> <p>Safety Tip – Lyme Disease http://Scouts.ca/wp-content/uploads/safety/safetytip-jun2016-lyme-disease.pdf</p>	<p>Present Milestone Recognition Gifts and Volunteer Thank-You Crests http://Scouts.ca/wp-content/uploads/scouters/feedback-recognition/recognition-tips.pdf</p> <p>Registration Support: Waitlist Management http://help.Scouts.ca/hc/en-ca/articles/208586156-How-to-use-the-Wait-List-function</p> <p>Safety Tip – Bug Bites and Stings http://Scouts.ca/wp-content/uploads/safety/safety_tip-bug-bites-and-stings-june2017.pdf</p> <p>Group Health Self-Assessment http://Scouts.ca/wp-content/uploads/scouters/support/group-self-assessment-form.pdf</p> <p>Year-End Scouter Reviews http://Scouts.ca/wp-content/uploads/scouters/feedback-recognition/feedback-tips.pdf</p>	<p>Volunteer Recruitment: Group Committee http://Scouts.ca/wp-content/uploads/scouters/support/Scouter-Support-Playbook.pdf#page=44</p> <p>Safety Tip – First Aid Kits http://Scouts.ca/wp-content/uploads/safety/safetytip-dec2017-first-aid-kit.pdf</p> <p>Finalize Program Plan and Budget for Next Scouting Year http://Scouts.ca/wp-content/uploads/scouters/parent-engagement/Parent-Engagement-Year-at-a-Glance-Calendar.pdf</p>
AUGUST	SEPTEMBER	OCTOBER	NOVEMBER
<p>Registration Support: Online Registration http://help.Scouts.ca/hc/en-ca/articles/213089683-Online-Registration-FAQ</p> <p>Volunteer Onboarding: Scouter Readiness http://Scouts.ca/wp-content/uploads/safety/SC-CYS-VolunteerScreeningPolicy-eng.pdf</p> <p>Parent Engagement: Year at a Glance Calendar http://Scouts.ca/wp-content/uploads/scouters/parent-engagement/Parent-Engagement-Year-at-a-Glance-Form.pdf</p> <p>Summer Program Quality Assessment http://Scouts.ca/wp-content/uploads/scouters/program-quality-guide.pdf</p> <p>Safety Tip – Poison Ivy http://Scouts.ca/wp-content/uploads/safety/safetytip-aug2016-poison-ivy-hazardous-plants.pdf</p>	<p>Safety Tip – Meeting Spaces http://Scouts.ca/wp-content/uploads/safety/safetytip-aug2017-how-safe-is-your-meeting-space.pdf</p> <p>Volunteer Onboarding: Orientation http://Scouts.ca/nswk</p> <p>Registration Support: Find-a-Group http://help.Scouts.ca/hc/en-ca/articles/204381670-Find-a-Group-FAQ</p> <p>Parent Engagement: Parent Orientation http://Scouts.ca/wp-content/uploads/scouters/parent-engagement/Parent-Engagement-Welcome-and-Orientation-Evening-for-Scouting-Parents.pdf</p> <p>Group Health Self-Assessment http://Scouts.ca/wp-content/uploads/scouters/support/group-self-assessment-form.pdf</p>	<p>Scout Popcorn Campaign http://Scouts.ca/popcorn/index.html</p> <p>Safety Tip – Safety While Selling Popcorn http://Scouts.ca/wp-content/uploads/safety/safetytip-sep2016-popcorn-safety.pdf</p> <p>Section Support Visit http://Scouts.ca/wp-content/uploads/scouters/support/servicing-tips.pdf</p> <p>Parent Engagement: Defined Roles for Parents http://Scouts.ca/wp-content/uploads/scouters/parent-engagement/Parent-Engagement-Defined-Roles-for-Parents.pdf</p>	<p>Fall Program Quality Assessment http://Scouts.ca/wp-content/uploads/scouters/program-quality-guide.pdf</p> <p>Safety Tip – Medication Safety http://Scouts.ca/wp-content/uploads/safety/safetytip-nov2016-medications.pdf</p>
DECEMBER	JANUARY	FEBRUARY	MARCH
<p>Parent Engagement: Feedback http://Scouts.ca/wp-content/uploads/scouters/parent-engagement/Parent-Engagement-Parent-Feedback.pdf</p> <p>Safety Tip – Proper Footwear http://Scouts.ca/wp-content/uploads/safety/safetytip-dec2016-footwear.pdf</p> <p>Group Health Self-Assessment http://Scouts.ca/wp-content/uploads/scouters/support/group-self-assessment-form.pdf</p>	<p>Section Support Visit http://Scouts.ca/wp-content/uploads/scouters/support/servicing-tips.pdf</p> <p>Safety Tip – Winter Adventure Safety http://Scouts.ca/wp-content/uploads/safety/safetytip-jan2017-winter-sports.pdf</p>	<p>Winter Program Quality Assessment http://Scouts.ca/wp-content/uploads/scouters/program-quality-guide.pdf</p> <p>Scouter Recognition: Scout-Guide Week http://Scouts.ca/thanks/</p> <p>Safety Tip – Prevent Bullying http://Scouts.ca/wp-content/uploads/safety/safetytip-feb2017-bullying-safety.pdf</p> <p>Address Personality Conflicts http://www.scouts.ca/wp-content/uploads/scouters/feedback-recognition/Crucial-Conversations-Framework-EASE-Model-Checklist.pdf</p>	<p>Safety Tip – Axe and Saw Safety http://Scouts.ca/wp-content/uploads/safety/safetytip-mar2017-axe-and-saw.pdf</p> <p>Group Health Self-Assessment http://Scouts.ca/wp-content/uploads/scouters/support/group-self-assessment-form.pdf</p>