

Group Leaders Guide to The Induction Process New Adult Member/Scouter

Scouting Ireland

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Please read in conjunction with the Journey to Scouting for New Adult Member Policy document - VGS-001-JTS - Rev1 18/01/2026

Introduction

The purpose of this booklet is to assist the Group Leader or their delegate in the Induction Process for new adult volunteers. It will help the Group Leader/Nominated Person/Mentor welcome the new adult volunteer into their Group and the scouting movement.

The scouting Ireland Induction process is a supported journey that a new adult volunteer (or a youth member moving into the role of adult volunteer) will undertake when they wish to become a scouter.

This process is Scouting Ireland's way of ensuring that new adult volunteers understand what they are taking on and are invited to join a programme section that best suits their interests and skills and fits the scout group requirements.

The Group Leader can appoint a mentor to the new adult volunteer to support them in their Journey to Scouting. It is important to note that it remains the Group Leader's responsibility to ensure that

- the new adult volunteer completes the required forms
- the new adult volunteer undergoes Garda or Access NI vetting
the new adult volunteer completes the required "On My Honour" safeguarding e-learning training course
- the new adult volunteer, does NOT start to engage with Youth Members until their vetting is completed and confirmed and they have completed the required "On My Honour" safeguarding e-learning training course .

If the Group Leader appoints a mentor, they should also support the mentor in fulfilling their role.

The Journey to Scouting for New Adult Member Policy, allows for new adult volunteers to attend Group and Programme section meetings, activities and events with youth members for a 12-week period, following completion of the Vetting Process and the "On My Honour" safeguarding course. However, until the new adult volunteer has completed the Being a Scouter training course, they are not counted as part of section ratios or permitted to attend overnight activities

The 12-week period starts on the completion of the Garda vetting/Access NI process.

If the Group Leader requires additional support or advice, they should contact their County Training Coordinator (CTC) or County Commissioner.

The Induction Process

Step 1 - Show of interest, contact with Group Leader

The Group Leader must meet with any adult who expresses an interest in becoming a Scouter. The Group Leader and prospective volunteer share contact details. The Group Leader must explain that Scouting Ireland has a process to help interested adults understand what is involved in becoming a scouter and how to get started in their Scout Group.

If the prospective volunteer is keen to join the Scout Group the Group Leader should ask for the persons name, date of birth and email address to progress their application.

The Group Leader brings the name of the new adult volunteer to group council. If group council approves, the induction process begins.

The group leader opens a profile for the new adult volunteer on the Scouting Ireland Database, and the new adult volunteer receives a link to complete the profile including referees.

The group leader contacts the referees, verifies suitability, and completes the profile. The vetting information can now be sent to national office.

Step 2 – Vetting:

An adult joining Scouting Ireland must first go through the application process which includes verifying suitability with the referees provided and the individual being vetted by the Garda Vetting Bureau or the Access NI system in Northern Ireland.

This is the responsibility of the individual and the Group Leader. The Group Leader should ensure that the Vetting Invitation Form NVB1 and the relevant vetting paperwork has been completed correctly as per the Scouting Ireland Vetting Policy and Procedure and sent to National Office. An invitation to the e-vetting website will then be sent to the new adult volunteer's email address from evetting.donotreply@garda.ie Please advise them to check their junk/spam email and be mindful of the fact that links have a specific time limit.

The new adult volunteer and the group leader will be informed via email once the vetting process is complete.

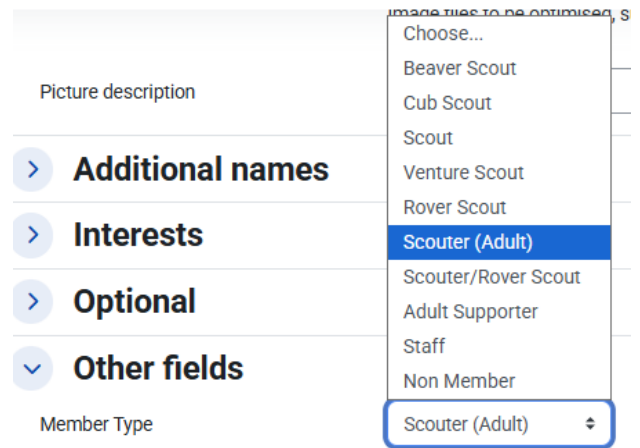
Step 3 – Safeguarding:

The online ‘On My Honour’ safeguarding course is a prerequisite to new adult members interacting with young people. This online course can be completed while the vetting is in progress. However, both the online safeguarding “On My Honour” and the Vetting process must be completed before the new adult volunteer can interact with Youth Members

- The prospective volunteer will need to set up a profile on Scouting Ireland’s eLearning System - scouttraining.ie/eLearning. (Member Type Scouter (Adult)) to enrol in “On My Honour”.

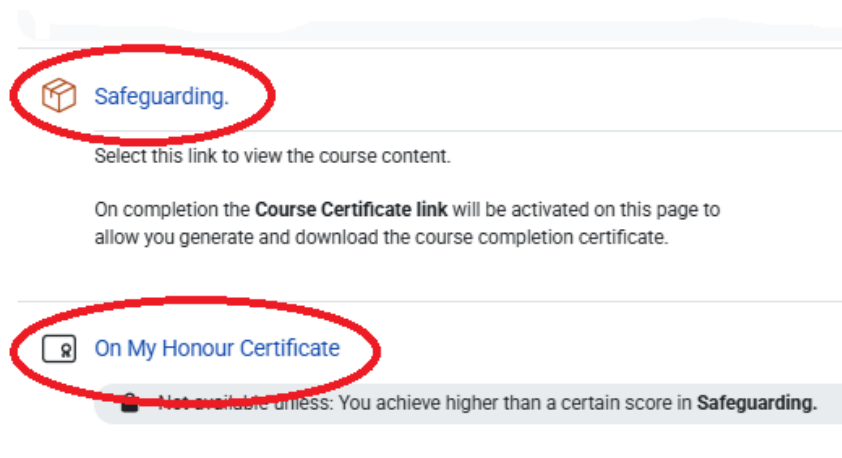
When creating the account ensure “Scouter (Adult)” is selected as the membership type.

This is required to enable self-enrolment in the “On My Honour” course, the prerequisite for enrolment in The Story of Scouting Experience.



To complete “On My Honour” both the content and the certificate must be viewed.

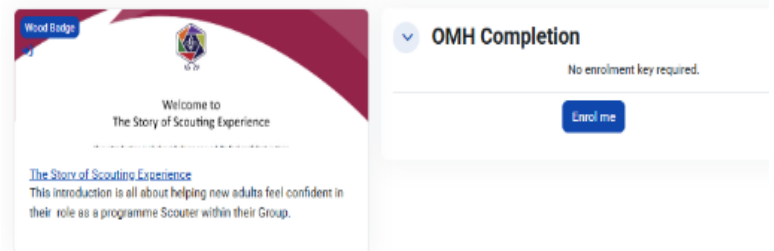
When the Safeguarding course is successfully completed the link to the certificate will be available to view and download. Accessing the certificate marks the course as completed.



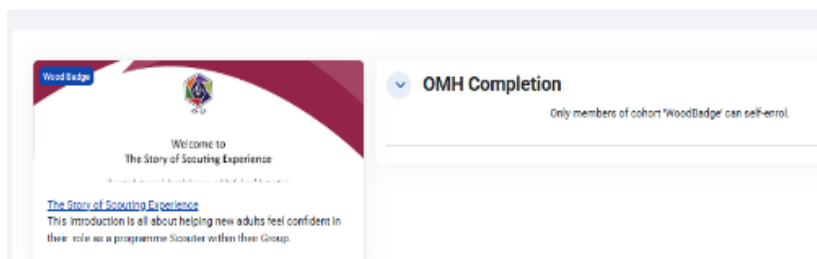
Step 4 – The Story of Scouting Experience

Following the successful completion of their vetting and “On My Honour”, the new adult volunteer now enters the 12-week period and can access “The Story of Scouting Experience”

When the “On My Honour” course is completed you can now access “The Story of Scouting Experience” from scouttraining.ie. The home page card will display the enrol option.



If “On My Honour” is not completed the Enrol Me button is not displayed. The following message will be displayed *“Only members of cohort ‘WoodBadge’ can self-enrol”*



If you get this message you need to go back to the “On My Honor” session and access the certificate (see above)

“The Story of Scouting Experience” is an interactive online course with experiential learning. This course must be completed before the new adult volunteer and youth members transitioning to leadership can attend the Being A Scouter training. The new adult volunteer will need the email address of the Group Leader, so the Group Leader can receive the course report survey response which will be completed during the Story of Scouting Experience. Once the new adult volunteer enrolls and progresses through the training course, they will be required to complete the following tasks.

- Meet with the Section Team Leads and the other Scouter in the Group
- Visit the section meetings.
- Find out some information about the Scout Group
- Learn how their programme section operates.
- Complete tasks as per the Story of Scouting Experience
- Agree on their commitment to the Scout Group, the section and to their Scout Promise

It is important that the new adult volunteer knows who their “go to” people are and who can help and support them.

The Story of Scouting Experience is **only** the training element of the Induction process and should commence on the completion of the Vetting process and the “On My Honour” (online Safeguarding Course).

“The Story of Scouting Experience” training course must be completed before the new adult volunteer attends the Being a Scouter Course. It is the responsibility of the Group Leader/Mentor to ensure “The Story of Scouting Experience is completed before attending the BAS

Step 5 - Group Life

The Group Leader may appoint another experienced Scouter to act as a mentor for the new adult volunteer, or they may take on this role themselves. The Group Leader should explain the role of the mentor to the new adult volunteer and what support they can expect.

The Group Leader/ mentor must ensure that the new adult volunteer has enrolled in and has commenced The Story of Scouting Experience training course as soon as possible. They should introduce the volunteer to other Scouters in the programme section, explain how the Scout Group is organised, when the Programme Sections meet and where, the role of Scout Group Council and the members of it and other matters relevant to Scout Group life.

Step 6 – Training & Programme sections

The mentor should explain what supports are available within the Scout Group and from the County Team. They should also explain the Woodbadge Training Scheme and ensure that the new adult volunteer understands what is expected of them and how vital their training is to the role that they may take on.

The Group Leader should check that the new adult volunteer is comfortable in the Programme Section that they have been assigned to and it is a good fit with their interests and skills.

The Group Leader/mentor must ensure that the new adult scouter is always supervised and supported in the programme section and that they are included in the programme. However, it is important to note that the new adult volunteer does not form part of the scouter/youth member ratios. As per the policy document the new adult volunteer is restricted to 12 weeks interaction with youth members and is not permitted to attend overnight activities. The 12 weeks begin on completion of the Garda Vetting/Access NI process.

Step 7 – Being a Scouter Training Course (BAS)

Being a Scouter (BAS), is a training course for all new adult volunteers regardless of their scouting experience. Normally there will be a large element of time spent in the out of doors during this course.

Participants who arrive feeling that they know very little about Scouting will go away with confidence, knowledge and ability, feeling a lot more 'like a Scout', having experienced our methods, symbolism and motivations. The participant, who has already experienced Scouting as a youth member, will go away with a new outlook on how to achieve our Aim, and with the confidence to deliver Scouting as a Programme Scouter.

Being A Scouter (BAS) courses are booked via the Scouting Ireland membership database and can be booked by the individual or by the Group Leader or Group trainer on behalf of the new adult volunteer.

It is the responsibility of the Group Leader and Group Council to ensure that new adult volunteers and their mentors adhere to the Scouting Ireland "Journey to Scouting Policy". If the potential new Scouter has not completed the "Being a Scouter" training within the 12-week introduction period, they are not permitted to attend any Scouting Activities until the "Being A Scouter" is completed. They must stay away from all meetings and activities until completion of the Being a Scouter

Step 8 - Commitment and becoming a Scouter

When the participant has completed the 'Being a Scouter' course they are now a Scouter as symbolised by the awarding of their Gilwell Woggle. The Group Leader/ mentor should review their learning with the new scouter and help them to see how it relates to what they have seen and taken part in with their programme section.

The Group Leader and/or Section Team Lead should introduce the new scouter to the mutual agreement and review process.

When the mutual agreement has been completed with the new scouter, they should be invested into the Scout Movement and the Scout Group with the appropriate ceremony. It is important that the new scouter is provided with a copy of their mutual agreement, with an agreed review date.

Conclusion

At this point the new adult volunteer has become a Scouter and has commenced their training journey, they are part of a Programme Section team. The new scouter should be reminded that they can reach out to their Group Leader, section team lead or any experienced scouter in their group, to assist them in their scout journey and ongoing training.