

MENTOR GUIDE

The following steps should be taken by the County mentor to help and support the group to prepare for the changeover to ONE programme.

The mentor should create a relationship with the group to in order to achieve the best set of results for the young people and adults in a group to achieve success

What the group should look like if they are prepared:

1. All the scouters in the group are working together to prepare the group, using the group council to facilitate planning
2. The Beaver Scout section is running log chews to engage the beaver scouts in the planning process.
3. The Cub Scout section is running Sixer Councils to engage the cub scouts in the planning and decision making process.
4. The Scout section is running Patrol Leader Councils to engage the scouts in the decision making and planning process.
5. The Venture Scout section are engaged in planning their programme and have elected a Venture Executive to make decisions.
6. The Rover Scout section are engaged in planning and decision making.
7. The youth representatives from the Scout, Venture Scout and Rover Scout sections attend and participate in 2-3 group councils.
8. The equipment audit has been completed.
9. The skills audit has been completed.
10. All scouters have been part of the plan to make the change.
11. The age ranges of each section have been implemented
12. The young people and their parents have been notified of the impending change
13. Scouters have had the opportunity to reflect on their role in their section and have the opportunity to change section if required.
14. All 8 elements of the scout method are being applied in all sections.

More details on Log Chews, Sixer Councils, Patrol Leaders Councils can be found in the Group Changeover Resource Pack – there should be about 3-4 of each of these gatherings before attending the group training day. More details on the scout method CAN be found in the Pack and the County / Province / Programme Unit may have some samples of how you might help with this



10 steps to help you support and mentor a group

1. Make contact with the Group Changeover Coordinator to arrange to attend the next group council that the changeover will be discussed
2. Attend the group council, work through any issues the group might have around the preparation – use the questions in the next section to help create a discussion to assess their position
3. Prepare a plan with the group to action any points raised, ensure someone is responsible for progressing them and make a date to come back to review what they have done. This is the 'shortfall' plan.
4. Continue this process of meeting with the group until they have worked through all of the raised issues.
5. Identify who can help you as the mentor to work with the group on shortfalls they may have – ie: some training needs etc. Agree a support plan (if required)
6. Liaise with the County Programme Co-ordinator to update the county on the Group's progress.
7. Liaise with the transition trainer to book at training date (it would be a good idea to go with 2 suggested dates to the trainer)
8. Ensure the group have prepared what they need before attending the group training day, that all scouters understand the importance of attending and that they have the required attendance.
9. Attend the training day with the group and help support the group on the day.
10. Review the first programme cycle, facilitate the second programme cycle planning (if required)

Sample timeline

Day 1	Initial Chat with Group Changeover Co-ordinator
Within two weeks	Short explanation meeting with all Scouters in Group
Within four weeks	Formal meeting with Group, including young people Completion of 'Initial Survey' Agree shortfall actions
Within 3 days	Contact County Programme Co-ordinator with request for assistance <i>(if required)</i>
Within 7 days	Agreed support plan
Within 8 – 12 weeks	Support plan completed. Other agreed actions completed.
Within 14 weeks	Completion of 'Prepared' survey (second review) If ready, transition training date agreed.
Within 18 weeks	Transition training completed and starting on first Programme Cycle.

**This timeline shows a sample of times which might be used,
but each group will be different and may take a different length of time**

Fulfilling shortfalls

It is likely that most Groups will have some form of identified shortfalls. Most of these may be solved easily by perhaps a renewed approach to doing things. This might involve a change of practice or perhaps some basic training.

In some Groups it may be discovered that a serious 'injection' of training is needed. This may happen as a result of any number of issues.

The Mentor and the Group, having identified and agreed the shortfalls together must then agree what they can solve themselves and what they require help with.

Help will be provided by the County but if the County feel that they need more help with it then they should contact the Programme Unit.

The County will be expected to provide its 'normal' support on an ongoing basis. This professional support will only relate directly to support of the ONE Programme transition Process.

The response will be immediate and coordinated.

Any training given will be 'supportive training' and will not supplant the formal 'Woodbadge Training Process'. So, Scouters who receive training will still have to fulfil their commitment to formal training in the usual way. Skills training will be credited to Scouters if that is a requirement identified as a shortfall.

The overall idea of this support is to act quickly to a need, and bring the Group to a 'prepared' state. Deeper problems of training, management or quality of Scouting on offer can be dealt with by longer term processes provided by National, Provincial, County and Professional Mechanisms. So, this Mentor based approach is concerned primarily with the transition process however, a mentor may discover real long term support issues that they cannot solve in this time period but can be handed over to others to deal with long term.

Questions

Below are some suggested questions which might help generate discussion around the topics required for the changeover – don't see this as a check-list rather as a starting point of a conversation

Youth Participation:

Ask the young people?

- What are you getting out of the group council
- What part have you played in making decisions and what were they?
- How did you feel about your involvement
- How many group councils have you been at

Ask the scouters?

- Can you give some examples of what is now being achieved by the youth participation?
- What issues have been raised by the new youth involvement?
- What do you think the young people getting out of the process?
- What kind of contributions are the young people making now?
- What changes have the group made to the way they do their 'business' at group council?

Application of the Scout Method:

Ask the young people?

- Do you feel the young people and the adults in this group are working together?
- Have you ever heard of the scout method before?
- Are you aware of how it is applied?
- Does your section operate a set of small groups

Ask the scouters?

- Do you know the 8 elements of the scout method?
- How are you ensuring that each element is being applied?
- What issues (if any) have been raised by trying to apply all 8 elements?

Youth Leadership:

Ask the young people?

- Do you have elected youth leaders ie: lodge leaders, sixers, patrol leaders etc in your section?
- What is their role in your section?
- Do the youth leaders get to meet together to make decisions for the section?
- Do all the members of the small groups get a chance for their voices to be heard?
- What is the process of making decisions in your section?
- Do the young people make decisions about what they would like to do and do the deliver or part deliver the programme?

Ask the scouters?

- What issues have been raised by the young people planning or delivering the programme?
- How (if any) has your roles changed by the young people planning?
- What extra skills (if any) might you need as scouters to help you with the process of facilitating young people?

Skills & Equipment Audit:

Ask the young people?

- Have you looked at what skills are available in your section within the 9 adventure skills?
- Have you thought about a plan to help young people identify what level they are currently at?
- What additional equipment do you think the group should have?

Ask the scouters?

- Are you aware of the 9 adventure skills?
- Have your group looked at the skills that exist in the group – both young people and adults?
- What is the equipment shortfall in your group based on the 9 adventure skills?

Age Ranges and Scouters Moving

Ask the young people?

- Did/do you know about the changes to the age ranges?
- What plan is in place to manage the changing of the ages within your section?
- Who is being informed on the changes in age ranges?

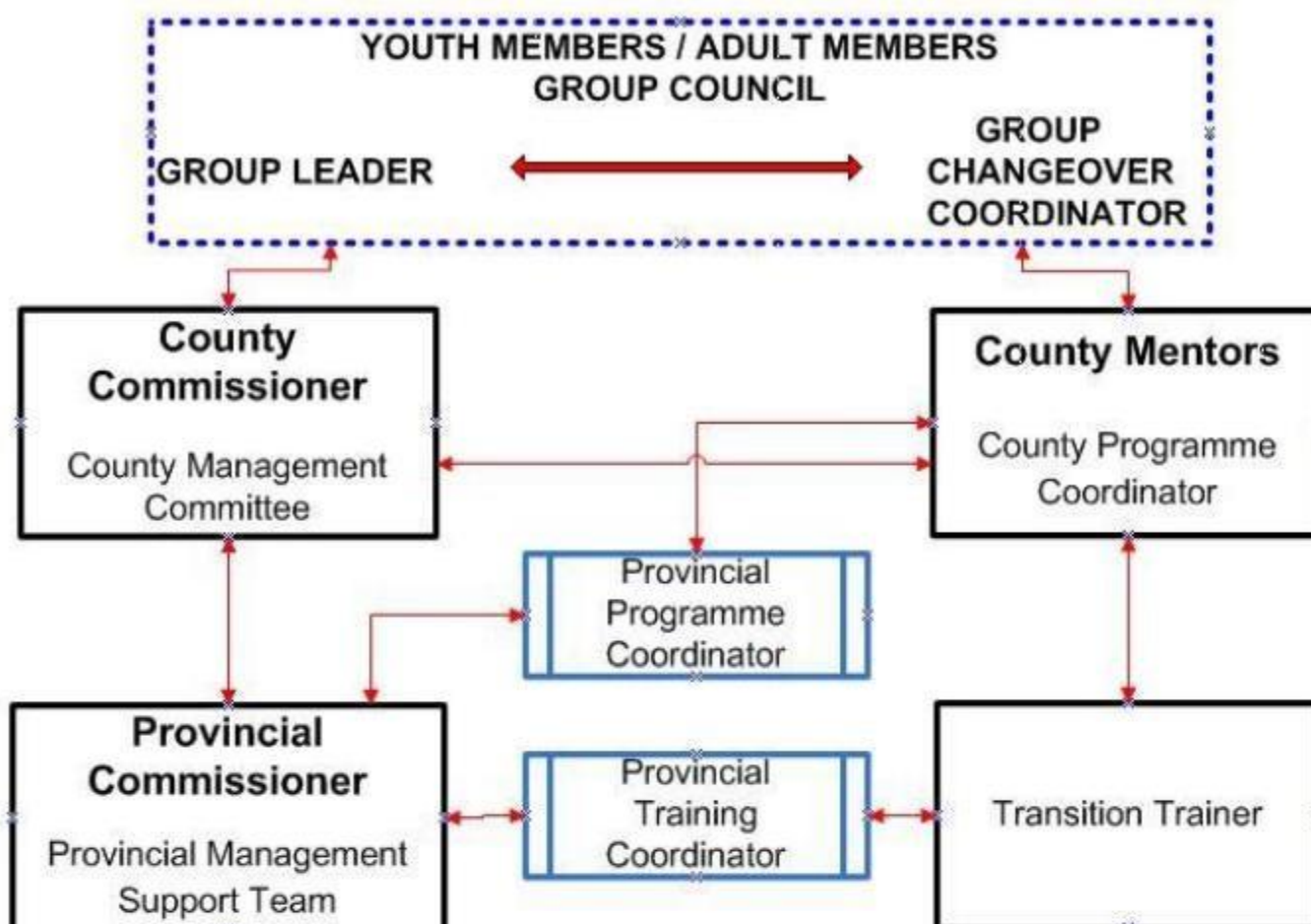
Ask the scouters?

- Have you completed the change of age ranges in your sections?
- If you have changed, was there any problems?
- When and how were the parents informed and what was their reaction?
- What was the reaction from the young people?
- How are the new ages working now? Any issues?
- Are there plans to add further sections?
- Have all the scouters had an opportunity to look at their role in the section and been given the opportunity to move sections if they wish?
- Did anyone move?
- If you have not changed – what is the plan to make the change?
- When will the change take place?
- How and when will the notification happen and to whom?

Preparation for the Group Training Day

The following points should be looked at in relation to preparing for the Group Training Day, the process of preparing for the training day should not be rushed or measured against any other group. This is not a race to get to training but rather an opportunity to achieve the best possible results and achieving good success with ONE Programme for both adults and young people.

1. The scouters and youth members should be prepared for the day and know what is expected to happen and what is hoped to be achieved.
2. The scouters should see the training day as a replacement for their programme planning meeting and should be encourage to engage fully
3. The young people should be prepared – Scouts, Venture Scouts, Rover Scouts to be in attendance for the whole day, Cub Scouts to attend from lunch-time.
4. The youth members will be expected to take part in a Review/Evaluation process during the day – this should not be their first experience of this.
5. During the day the sections will plan about 6-8 weeks programme around some suggested activities – the sections should have engaged the youth members in their group in advance to prepare some suggestions for this part of the day.
6. The venue should be suitable for the numbers attending; it should be warm, comfortable, clean and fit for purpose. It should have enough break-out space for each section to complete their programme cycle planning. It should facilitate the catering arrangements.
7. Food should be provided – there are 2 coffee breaks and a lunch during the day – the catering should be provided by someone other than the Scouters/Young People in the group –possibly the Parents & Friends Support Committee.
8. The groups should be in a financial position to purchase the full sets of books for all members within 3-5 days of the training day.
9. That the Scouting Ireland group database is brought up to date with all current members of your group in the 2 weeks prior to the training date – remind the group that this will be the maximum numbers of books which can be purchased.



Support Structure and who to talk to:

As a mentor your support structure is the County Programme Co-ordinator and through them to the Provincial Youth Programme Representative.

As you update the County Programme Co-ordinator on the progress of your group, they will in turn feed the information to the Provincial Youth Programme Representative who will in turn make sure the National Youth Programme Committee are aware of their progress of all groups.