

VENTURE UNIT

PROGRAMME PLANNING FOR THE UNIT



Try to leave this world
a little better
than you found it
and, when your turn comes to die,
you can die happy in feeling
that at any rate
you have not wasted your time
but have done your best

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THE *Scout* ASSOCIATION
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Contents

THE VENTURE SCOUT PROGRAMME	4
AIMS OF THE PROGRAMME	4
PROGRAMME OBJECTIVES	5
PROGRAMME BALANCE	5
PREPARATION OF A UNIT PROGRAMME	6
THE VENTURE SCOUT'S INDIVIDUAL PROGRAMME	7
GETTING DOWN TO IT	7
BEFORE THE PLANNING SESSION	7
LONG TERM PLANNING	8
SHORT TERM PLANNING	9
DURING THE EVENT	9
AFTERWARDS	9
PROGRAMME PRESENTATION	10
LONG TERM PLANNING EXAMPLE	10
VENTURE PROGRAMME PLANNING: APRIL-JUNE 20XX	10
UNIT PROGRAMME	11

The Venture Scout Programme

AIMS OF THE PROGRAMME

The Venture Scout Programme is the method by which The Scouts Association of Malta meets the aims and objectives of Scouting for the 14 ½ to 18 age group. The programme has five main components:

- Outdoor Activities
- Community Involvement
- Leadership Development
- Personal Growth
- Spiritual Development

The Programme should be delivered in accordance with the Scout Method, which requires the development of a programme through which young people learn new skills. By working in small groups, each Venture Scout has the opportunity to put those skills into practice in a fun and supportive environment. The Programme is also based on the six stages of development which are of utmost importance for a sound character and proper development and of an individual (SPICES).

The content of the Venture Scout Programme is reflected in the Award Scheme, which is designed to assist you in building your Unit programme. There are many benefits to be gained from sound programme and event planning. Your Unit Executive should use sound “project management principles” in organising events.

Project Management planning for a Venture Scout Unit should include:

- Clearly define the activity
- Find out who is going to attend
- Find a location for the activity
- What approvals/permits are required
- Decide how and when everyone will get there
- Decide what resources are needed
- Identify where the resources will come from
- Calculate how much it will all cost
- Decide how it will be paid for
- Identify the risks and hazards involved
- Decide how to best manage them
- Communicate all of the above to your participants and parents.

PROGRAMME OBJECTIVES

The Unit Programme should be designed to achieve the following objectives:

- a.** To provide young people with friendship and a sense of belonging.
- b.** To provide experience in working with a purposeful group and the opportunity to exercise leadership.
- c.** To provide appealing activities designed to cater for the needs, interests and capabilities of the members.
- d.** Through these activities to:
 - Promote health and fitness
 - Provide members with a challenge and an opportunity to develop their personal identity
 - Provide members with opportunities to participate in a variety of cultural and social activities.
 - Provide opportunities for and training in service to others.
 - Enable members to explore vocational opportunities.
 - Provide members with opportunities to interact with a wide range of other diverse range of people.
 - Provide spiritual study and thought.

PROGRAMME BALANCE

In planning the Unit programme the following factors should be considered:

INDIVIDUAL PREFERENCES

The proportion of available time allocated to each activity area by individual Venture Scouts and the Unit in general will depend on the preferences of Unit members. Although a well-balanced annual programme will include activities from all areas, the emphasis should be placed on those activities that interest Unit members most.

AWARD SCHEME OPPORTUNITIES

The programme will provide the opportunity for Venture Scouts to progress towards missions and obtaining tasks. Once the Venture Scout obtains 5 missions, the final award – The Olympian Award will be achieved. This award is the highest award a Venture Scout can achieve and this will be worn on the uniform through the Scouting career.

IT IS IMPORTANT...

It is important that some activities are tackled sufficiently by the Unit as a whole to enable each Venture Scout to obtain the necessary skills and achieve the requirements through participation in these activities. Some activities are designed to introduce the Venture Scout to new experiences which will then provide a base for continued individual participation in those fields.

Preparation of a Unit Programme

THE PRELIMINARIES

Each Venture Scout should become familiar with:

- a.** The outline and objectives of the Venture Award Scheme
- b.** The scope of each mission and its tasks
- c.** The suggestions for activities to be undertaken in each mission

A Unit-In-Council meeting should then be called to enable each member to contribute to the list of suggested activities for inclusion in the programme and to establish whether some activity areas should receive greater emphasis than others.

THE PROGRAMME

The Venture Unit Executive is responsible for the preparation of the programme in consultation with the Venture Scout Leader based on the suggestions/recommendations received by the Unit as a whole. This course of action is suggested for two reasons:

- a.** Venture Scout Leaders will have a better appreciation of how a balanced programme should be prepared
- b.** Transferring of knowledge and skills of how to prepare such a programme plan
- c.** A discussion draft will save time in finalising the programme.

Although objectives should be outlined for the full year, initially most Unit Executives will complete the detail of their programmes for a period on only approximately three months. The period may not be less than three months if outside assistance is to be sought in conducting the activities and assessing the Award scheme requirements.

In preparing the programme the Unit Executive should:

- a.** Familiarise themselves with the overall programme objectives of the Venture Scout Section.
- b.** Ensure that the programme has a balance of activities from each activity area. That is not to say that on equal proportion of time should be spent on each activity area, but that each activity area should have some programme time allocated to it. The balance between the areas must be determined by the preferences of Unit members.
- c.** Select some activities of common interest for participation in sufficient depth to enable all members of the Unit to achieve at least some of the award areas by participation in those activities.
- d.** Select activities which introduce Venture Scouts to other aspects within the activity areas in order to establish a base for further individual participation by the members.
- e.** Co-ordinate the programme with other Units within the District (joint-activities).
- f.** Arrange for outside expert assistance where necessary.

THE VENTURE SCOUT'S INDIVIDUAL PROGRAMME

To allow each Venture Scout to obtain the maximum benefit from the Award Scheme, the Unit programme should be as wide as possible. Venture Scouts should be encouraged to add to their range of activities by participating in other Unit's activities.

Venture Scouts will be able to plan their own progress through the Award Scheme by co-ordinating their independent activities with those included in their unit's programme. The Unit Executive will provide guidance and assistance for the Venture Scout to ensure that progress is made towards the various awards.

GETTING DOWN TO IT

Programme planning the Venture Scout way has a greater meaning than just putting together a calendar of events and activities. The experience in planning activities is part of the preparation for adult life that Venture Scouting gives you.

Venture Scout planning methods are the democratic way to work. When you and your fellow Venture Scouts plan and operate your own programme, you are living democracy.

BEFORE THE PLANNING SESSION

The Unit Executive is responsible for the preparation of the programme. Initially, it may be preferable for the Venture Scout Leader to assist in the preparation of a draft, based on the suggestions received at the meeting, for consideration and amendment by the Unit as a whole. This course of action is suggested for two reasons:

COLLECT IDEAS – keep in mind news reports, articles and ideas from scouting magazines or school. See what other Units are doing and copy, modify or adapt these activities to suit your Unit.

Hold a brainstorming session – with the whole Unit present. You only need 30 – 45 minutes at one of your weekly meetings. Ask for all the ideas possible and have someone write them down – all of them. Why? Because with a little imagination you can make anything happen. What might at first appear to be a little outrageous or impossible could turn out to be one of the best nights or weekends away.

USE A THEME – to generate ideas. For example – 'water activities in the coming summer months'; 'lost on an island'; 'the game of thrones' etc.

LONG TERM PLANNING

The Unit Executive now needs to get its ideas into a working programme. Start by getting a large sheet of card, a blackboard or a pre-printed annual planner. Select the length of time you wish to programme for – two, three, six months or more. Now you're ready to make up your working draft. You'll discover that to fit in all the activities you wish to do you'll need to be flexible.

First, put in all the known dates such as Unit Executives, Unit Meetings, yearly commitments such as the Annual Parade etc. List down public holidays and long weekends, school holiday periods and exam times. And, of course the date for your major activity should be listed well ahead.

To achieve a balanced programme with enough variety to cater for the tastes of all the Unit members, select the dates for weekend camps and expeditions. These need to be at intervals suiting your Unit – perhaps one a month. Do you need training or specialist talks as a lead up to the expedition?

Take into account the Award scheme – arrange some visits out, speakers to come in, pure fun nights, games nights, cinema or theatre nights and, of course, programme your fund raising activities to ensure that you have enough money when you need it.

Use some new ideas! Don't select the same old favourites over and over again. Keep some tired-and-true ideas certainly but spice up the programme with some new possibilities.

Share you programme with other Units to see if they are interested in your events or vice versa.

Remember, it's not necessary to arrange all the details of the programme at this time – that's the responsibility of the person allocated to lead that activity. Your programme is the overall guide!

SHORT TERM PLANNING

APPOINT – One of the Venture Scouts to be the activity leader. This Venture Scout should generally be the most enthusiastic for the particular activity, but if it is a frequent feature on the programme, give others a go. List their names on the programme alongside the activity.

ORGANISE – The activity leader is responsible for the progress of the planning, the enthusing of members and making all the necessary arrangements. Some of these tasks will be delegated probably to other Venture Scouts who will work as a team in bringing about a successful activity. Any programme involving payments in advance will require early bookings and deposits.

REMEMBER THE RULE OF THREE – Check your programme three months ahead, three weeks ahead and three days ahead.

You'll soon settle on a system that best suits your Unit. Then you can publish programme after programme all similar in style and easily understood. But the final programme only comes after all the ideas have been sorted and balanced, checked for variety, interest and tastes.

DURING THE EVENT

WORK THE PLAN – Stick to the plan unless there is good reason to change. Don't let rigidity be too strict; don't let flexibility be irresponsible or merely the easy way out.

RECORD THE STORY – Log books, photographs, sketches, recordings and maps can all be used as aids in recording the event.

AFTERWARDS

REVIEW – The activity leader should compile a report which the Unit Executive can use as a basis for future activities of that nature.

REMEMBER – Now and again, put out your old log books, photos, movies and savour afresh some of the fun you had!

SHARE – With other people, Scouting magazines, local newspapers etc.

Programme Presentation

Decide what information needs to be included on your printed programme for distribution. For example, note the date and day, activity, location, meeting place and time, activity leader, types of Award possible and whether uniform or activity wear is to be worn.

Once the programme is in order, publish it. Have it typed on letterhead and included in the group's monthly bulletin. Circulate it to all your members and parents and even to nearby units.

Long Term Planning Example

VENTURE PROGRAMME PLANNING: APRIL-JUNE 20XX

DATE	ACTIVITY	MISSION	LOCATION	TIME	COST	UNIFORM	ORGANISER
11 Apr	Swimming Competition		National Pool	0900	€5.50	Activity Wear	Unit
25 Apr	2 Day expedition		Tal-Ahrax Area	0900	€2	Activity Wear	Unit
30 Apr	Annual Parade	N/A	Valletta	0900		Full Uniform	Group
07 May	Night Hike		National Pool	0900	€1	Activity Wear	Ganni

CONTACTS:

UNIT CHAIRPERSON – JOHN BORG: 9999 9999;

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PROGRAMME PLANNING FOR THE UNIT

UNIT PROGRAMME

DATE: _____ **THEME:** _____ **CONTACT PERSON:** _____

TIME	ACTIVITY	EQUIPMENT NEEDED	PROGRAMME MISSION
1930hrs	Meeting Opening	Flag	
1935hrs	Game	Melissa to supply	
2000hrs	Unit-In-Council Brainstorming for next term	Long term annual plan Any information on possible activities	
2030hrs	Work on Community Service		Athena
2050hrs	Work in small groups		Different
2120hrs	Socialising time	Tony to supply board games Rita to supply soft drinks	
2200hrs	Closing meeting		

Invested:

Badges Awarded:

Birthdays:

Attendance:

No. in attendance:

Total Membership:

Announcements:

Comments and notes: