Facilitating Section Meetings Program Facilitation

DESCRIPTION

During their journey in Scouting, youth members regularly participate in meetings where they learn in a youth-led, non-formal educational experience of play and discovery. Youth gain formal and informal leadership skills during these experiences.

LEARNING OBJECTIVES

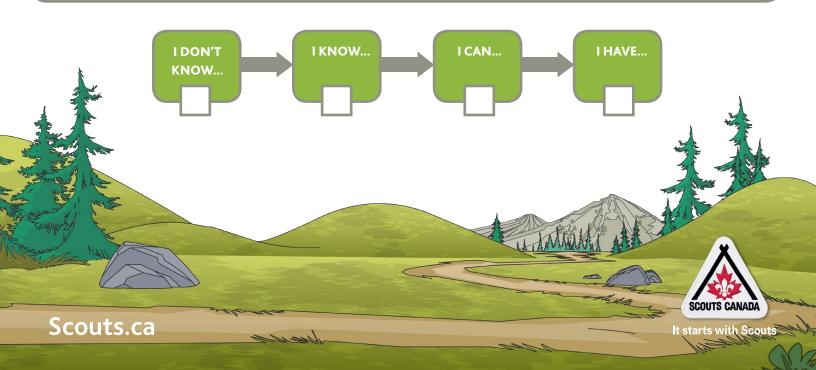
I can facilitate a fun, safe and constructive Section meeting.

- I can explain how to complete a risk assessment before every meeting.
- I can describe how to facilitate a youth-led meeting.
- I can facilitate an Opening and Closing Ceremony appropriate for my Section.

- I understand the Two-Scouter Rule and Scouter-youth ratio of 1:8 (and ensure that it is always maintained during Section meetings).
- I can use the Scout Sign to regain control of a room.
- I can recognize when a Section is operating effectively and know how to get the meeting back on track when it is not operating effectively.
- I have supported Section Leadership Teams when planning meetings.
- I meet with the Scouter Team after a Section meeting to debrief and review.

TIPS AND TRICKS

- Beaver Scouts and Cub Scouts have unique Opening and Closing Ceremonies. Senior Sections open and close their meetings with a flag break and lowering, when possible.
- No one should speak when someone is making the Scout Sign, including yourself! When using the Scout Sign to quiet the room,
- wait until everyone is paying attention before lowering the Scout Sign and delivering your message.
- When speaking to Beaver and Cub Scout-age youth, be sure to get down to their eye level.



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PLAN

- How can you ensure that the meeting is led by youth?
- How can you regain control of the meeting if it is not going smoothly?
- How do you support the Section Leadership Team during Section meetings?
- How do you do a risk assessment before each meeting?
- How do you lead a review of the Section meeting?

DO

- · Conduct a risk assessment before each meeting.
- Review Opening and Closing Ceremonies for your Section.
- Shadow a Scouter facilitating a youth-led Section meeting.
- Shadow a post-Section-meeting review with another Scouter to observe how to conduct a review with the Section Leadership Team and other Scouters.

REVIEW

- Why is it important to perform an Opening Ceremony and Closing Ceremony at each meeting?
- · Why is it important that meetings are youth-led?
- Why is it important to conduct a risk management assessment before each meeting?
- Why is it important to regain control of the meeting if it is not operating effectively?
- Why is it important to defer to the Section Leadership Team when planning meetings?
- Why is it important to conduct a post-Section-meeting review with the Section Leadership Team?

SAFETY NOTE

- Being a Scouter is about being a mentor to the youth in your Section. Guidance should always be provided in a positive, constructive manner, and goals should be challenging, but age-appropriate and achievable. Always follow the Two-Scouter Rule when providing feedback.
- Use the Scout Sign to regain control of the room after a game or activity.
- **Footwear not Sockwear**: Youth and Scouters should always wear appropriate indoor footwear when in your meeting place.
- Conduct a hazard assessment before each Section meeting.

ONLINE RESOURCES

- The Scouter Manual page 97-99
- The Scouter Manual—Section-specific Opening and Closing Ceremonies
- eLearning course: Facilitate a Program—Sectionspecific: How to Facilitate a Meeting
- eLearning course: Scouters Working Together: How do I Work with Section Leadership Teams?
- · Emergency Plan Checklist

