

ASSISTANT DISTRICT COMMISSIONER SCOUT PROGRAMME TROOP VISIT - CHECKLIST

USED AFTER VISITING A MEETING OF

TROOP

Please don't use this CHECKLIST during the troop meeting. You are not grading the troop's performance. You are only looking for ways to help. The form suggests how you might address any deficiencies. Plan your strategy before discussing it with the Troop Scouter or others in the troop. **Remember you are the troop's friend and your job is to help them to be successful.**

Under each category, circle the number of the statement that most closely resembles the troop meeting.

- 1 = Nearly an ideal situation
- 2 = Typical Troop, could be improved
- 3 = Weak situation, needs action

To profile these statements on the Troop Profile, place a dot under the number you circled for each category. To form a profile, connect the dots with a line.

Check the ways you intend to help by dating the appropriate boxes (bottom half of this page and reverse).

Keep this form with the troop star awards.

TROOP PROFILE			
	1	2	3
<i>Meeting operation</i>			
<i>Boy/Girl leadership</i>			
<i>Skills instruction presentation</i>			
<i>Skills instruction levels</i>			
<i>Membership</i>			
<i>Advancement planning</i>			
<i>Attendance</i>			
<i>Patrol activity</i>			
<i>Adult assistance</i>			
<i>Outdoor program</i>			

MEETING OPERATION

1. Orderly meeting ran without delays using planned program and good format.
2. Good meeting with planning, but some confusion.
3. Disorderly or confusing meeting- no planning evident

Some Ways to Help

Take Scouter's to visit another troop meeting.

Encourage Scouter's to attend Basic training courses.

Review the Troop Program Planning chapter in the *Troop Scouters Handbook* with the Troop Scouter and set a date for the annual program planning conference.

Help Troop Scouter set up monthly Court-of-Honour meeting.

Review *Troop Program Features* with the troop Scouter

BOY/GIRL LEADERSHIP

1. PL's ran the meeting with adults in advisory capacity.
2. Some boy/girl leadership with most activities run by adults.
3. Meeting was run entirely by adults.

Some Ways to Help

Convince Troop Scouter to set up a monthly Court-of-Honour meeting.

Review the *Patrol Leader Handbook* and leader training programme in the troop with Troop Scouter.

Point out sections of the Troop Scouters Handbook that refer to the role of youth leadership in the troop.

Remind Troop Scouter that Scouting includes leadership development. With the Patrol System as the method.

SKILLS INSTRUCTION PRESENTATION

1. Scouts "learned by doing"; lots of hands-on learning experiences were provided.
2. Skills were presented in a classroom setting with some hands-on learning opportunities.
3. Classroom presentation was the only method of skills instruction.

Some Ways to Help

Review Troop Program Features with the Troop Scouter.

Share Membership-to-First Class advancement requirements with Troop Scouter and explain that these are designed to be experienced, not taught

Review the portion of advancement programme that deals with teaching skills.

Suggest use of Troop Advancement Wall Chart at meetings & you records are up to date.

SKILLS INSTRUCTION LEVELS

1. Skills were taught for new Scouts, for experienced Scouts, and for older Scouts.
2. Skills were taught for new and experienced Scouts.
3. Only one level of skills was taught.

Some Ways to Help

Encourage the Troop Scouter to attend Basic leader training.

Help the Troop Scouter identify a troop guide and assistant Troop Scouter to work with the new-Scout patrol.

Help the Troop Scouter and troop committee identify assistant Troop Scouter to work with experienced and older Scouts.

Help the Troop Scouter identify community resources to assist with program presentations or to serve as consultants for the Troop.

Help the Troop Scouter identify youth instructors.

MEMBERSHIP

1. Systematic recruiting evident.
2. Recruiting seems hit or miss.
3. No boys have joined recently.

Some Ways to Help

Conduct an inventory to show the need for recruiting.

Suggest that Troop Scouter assign an assistant Troop Scouter with new Scout responsibility.

Help the assistant Troop Scouter for new Scouts establish a relationship with a your Pack & Pack Scouter

Conduct a boy-fact survey in local schools and help the troop develop a plan to contact prospective members

Explain to the Troop Scouter the reasons for having a new-Scout patrol.

ADVANCEMENT PLANNING

1. Dues collected regularly. Equipment, supplies adequate.
2. Dues collection spotty. Need essential equipment, supplies.
3. No dues collected. Very little equipment.

Some Ways to Help

Ask troop leaders to use Troopfeam Record Book.

Encourage troop committee to build budget based on annual program.

Convince troop treasurer to train patrol scribes.

ATTENDANCE

1. Eighty-five percent or better.
2. Seventy-five percent or better.
3. Sixty percent

Some Ways to Help

Discuss the problem with troop committee. Ask them to follow up with parents of absentees.

Ask Scoutmaster to help patrol leaders build interpatrol competition.

Help organize a patrol point system to promote attendance.

Check program. Is it planned, exciting?

PATROL ACTIVITY

1. Effective patrol operation with strong patrol spirit and a new-Scout patrol.
2. Patrols organized with little patrol activity.
3. No patrol operation.

Some Ways to Help

Suggest that specific program assignments be given patrols before each meeting.

Remind leaders that patrols under trained boy leaders are the key to troop success.

Help Troop Scouter understand the junior leader training program

ADULT ASSISTANCE

1. Each of the three skill levels (new Scout, experienced Scout, Springbok) had an assigned assistant troop scouter.
2. Troop Scouter and assistant present.
3. Only Troop Scouter present at meeting.

Some Ways to Help

Help conduct troop resources survey with parents of Scouts.

Assist the Troop Scouter and troop committee in selecting and recruiting assistant Troop Scouter. Use the video and brochure Selecting Quality Leaders.

Encourage using adults for shortterm, task-specific assignments.

Explain to the troop committee that two-deep leadership is required for all trips and outings.

Train leaders in youth protection.

Review the portion of advancement video that deals with teaching skills.

OUTDOOR PROGRAM

1. The program is planned to lead to outdoor activity.
2. Outdoor activity is scheduled, but the outdoor program is not planned
3. No outdoor activity is scheduled..

Some Ways to Help

Encourage the Troop Scouter to attend the next Basic leader training.

Review the Troop Program Planning chapter in the *Troop Scouters Handbook* with the TS and set a date for an annual program planning conference.

Seek help from the district & area.

Help the troop committee develop ways to secure camping equipment.

Guid leaders in locating hiking and camping areas.

References: *Scoutmaster Handbook*, *Boy Scout Advancement* (video) *Boy Scout Handbook* *Troop Committee Guidebook*