



# The Cub Section

A Guide for Leaders

**ADVENTURE  
PLUS!**



**SCOUTS**<sup>®</sup>  
New Zealand

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# INTRODUCTION

## Welcome

Welcome to the world of Cubs and thank you looking at taking on a voluntary role as a youth leader or mentor. It is no small matter to be confronted by a lot of eager and expectant young faces, knowing that they expect an 'ADVENTURE PLUS' programme from you every week. Your own enthusiasm and personality are the key ingredients in your role as Cub Leader.

Cubs is a section of 'challenge and fun' with programmes designed to cater for youth in School Years 3 to 6 or aged between seven and a half to ten and half years old.

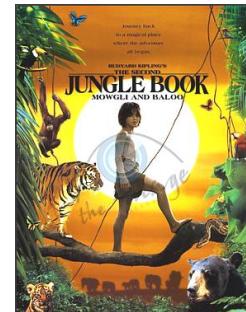
They are the second section of SCOUTS New Zealand, the first being the Kea Section. The ADVENTURE PLUS Cub Programme gives them a good grounding before they move to the Scout section on reaching 10.5 years, and take part in its more adventurous programme.

## How Cubs started

The Scout Movement was founded by Robert Baden-Powell in 1907, and nine years later he started the Cub Scout Section in order to cater to the many younger boys who had not yet reached the age limit for the Boy Scouts but who wanted to take part in Scouting.

Baden-Powell asked his friend Rudyard Kipling for the use of his *Jungle Book* story then Baden-Powell wrote a new book, *The Wolf Cub's Handbook*. In 1917, junior members became known as Wolf Cubs.

During the 1960s and later, some countries including New Zealand changed from *Wolf Cubs* to *Cub Scout* or something similar. They retained the *Jungle Stories*, the Jungle Books names for leaders, and the Cub Grand Howl.



## Benefits of being a Cub Leader

As a Cub Leader you get to take part in many FUN activities and events. You will:

- learn new skills;
- make new friends;
- gain a sense of satisfaction;
- help young people start to develop into great citizens;
- enjoy the support of a network of like minded people.

## About this guide

This book will give you answers to some of your questions. Other answers will be found as you meet with other Leaders at meetings and training courses and help you to get maximum satisfaction and fun from your time with SCOUTS New Zealand. We hope you enjoy your role as a Leader.

### National Cub Leaders

*Lisa Card-Webb and Jocelyn Gardner 2013*

# LEADERSHIP IN THE CUB SECTION

## Volunteering as a Cub Leader

Many parents choose to get involved in their children's Scout Group either by joining the Committee, or by becoming a Leader. Like any new role, being a Cub Leader can be a little challenging to start with, but SCOUTS New Zealand has a training scheme in place that ensures all Leaders have the chance to learn leadership and outdoor skills.

Volunteering as a Cub Leader is very rewarding, and Leaders report that they feel they are making a valued contribution to the Cubs development as well as doing something worthwhile for the community. Being a Leader is fun, with the young at heart getting the chance to be a kid again and discover a passion for adventure, while at the same time making new adult friends.

Cubs meet once a week during the school term with the Leaders working as a team to produce a ninety minute fun and adventurous programme for the seven and a half to ten and a half year old boys and girls.

Sometimes there will be a Group activity or a weekend event such as a Camp. The National Cub Programmes themes issued each school term give a good guide as to what the Cubs should be doing.



## Leader training



A scheme of Adult Training organised by the Zone Cub Leader is available to all Cub Leaders. By participating they can receive NZQA qualifications in Outdoor Leadership if wished.

Leaders should have completed the first part of the Training when they met with the Group Leader and completed the 2 hour 'Introduction to SCOUTS New Zealand for Leaders' session prior to signing a Warrant Application to become a leader. That booklet sets out the recommended training and will give you a good idea of what to expect as a Leader. It also sets out what you can expect from Scouting.

New skills are learned through joining in activities and networking with other Cub Leaders.

## Cub Leader's Investiture

Once your warrant application has been received and accepted by SCOUTS New Zealand, a Warrant (or membership certificate) will be forwarded to the Group Leader who will arrange a time to present it to you. It should be a special time, where you can have family and friends present to see you are invested into the Scout Movement as a Cub Leader.

The Group Leader will arrange for you to receive a uniform shirt prior to being invested but you will need to supply the black trousers or skirt and shoes. Meanwhile you will be working alongside other experienced Leaders and learning to produce an action packed programme for the Cubs.

At the investiture you will be presented with:

- a Group Scarf;
- a plaited woggle which holds the scarf;
- Group name tape;
- a Cub Leader Badge;
- a pin on name plate.



The Group Leader will supply you with a document called 'Leader Uniform Badge Placement' that explains where on the shirt the various badges are to be sewn.



## Cub Leaders Promise

On investiture the Adult Leaders make or re-affirm, the Scout promise:

"On my honour I promise to do my best,  
to do my duty to my God  
to the Queen and my country,  
to help other people  
and to live by the Scout Law."

The Cubs have a similar version of the promise appropriate for their age.

## Names for Cub Leaders

Adult Leaders in the Cub Section are encouraged to choose a name from the characters in Rudyard Kiplings "Jungle Book". Cubs are discouraged from using the Leader's first name and using titles such as Ms, Mr or Mrs is considered unduly formal.

Choosing names from the "Jungle Book" is a tradition and not a requirement. Some leaders choose a native tree name but this is generally a Scout Section tradition. Choose wisely if you get the chance, because this name will stick with you for the rest of your life.

Years later Leaders will meet an adult in the street and find themselves being greeted by their Scout name and find that the delightful young people from the Cub Pack all those years ago probably now have a Cub of their own.

### Common Scout names for Cub Leaders

Not all names in the Jungle Book are considered suitable. Here are a few for Leaders to consider.

Akela (Cub Leader)	Hathi
Baloo	Bagheera
Kaa	Raksha

## Communications

Currently most communication comes electronically so ensure you are signed up to receive your Regional and or Zone Newsletter and the SCOUTS New Zealand E-Newsletters. These will tell you what is happening in your Zone and around the country.

Make sure you join with other Cub Packs at least once a term so you are not alone in your role as Cub Leader. Not only is this fun for your Cubs, but gives you an opportunity to build a support network and learn new games and skills.



# WHAT CUBS IS ALL ABOUT

## Cub Section Aim and Method

### The aim

The aim of The Scout Association of New Zealand is **to encourage the physical, mental, emotional, social and spiritual development of young people so that they may take a constructive place in society.**

### The method

The method of achieving the aim is **by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.**

## Cub Section Objectives

The Cub Section objectives are to develop:

- A sense of fair play and justice.
- Family relationships.
- A sense of belonging.
- Awareness of other cultures.
- Learning by doing.
- Creative skills.
- Choices and decision making.
- An ability to work in small groups.
- Enjoyment of new experiences.

These are achieved by working in small groups and using the outdoors where ever possible.

## Cub Programme

Cubs learn best while doing hands on tasks based on four cornerstones:

- Outdoor Activities
- Community Involvement
- Personal development
- New Experiences

The aim of the Leaders is to run a balanced programme of activities that involves equal emphasis of each of the cornerstones over the course of the year.



# The Cub Award Scheme

Cubs also have a progressive Award Scheme based on the four cornerstones.

- It leads the Cubs to achieve the Bronze, Silver and Gold Level Cub Badges. They can also earn up to twenty four Personal Challenge Badges that cater for each Cub's personal interests.
- Most but not all Cubs are motivated by earning badges and feel proud that their achievements are displayed on the sleeves of their uniform shirt.
- Those Cubs who are not motivated by earning badges will get just as much out of their membership but they are almost always outdoors type children who are generally leading the way when it comes to adventurous activities.

More about each of these topics are found further on in this publication.

## SCOUTS New Zealand's definition of a Cub Pack (abbreviated)

### **The (Cub) Pack (Rule 108 of the SCOUTS New Zealand Rule Book)**

- a) A Cub Pack may consist of up to 30 Cubs, provided sufficient assistance by way of Assistant Cub Leaders, and other helpers is available.
- b) The Six: For formal opening and closing activities the Pack is divided into Sixes, consisting of six Cubs, including a Six Leader. The position of six leader may:
  - be rotated amongst the members of the six.
  - be appointed by the Cub Leader for a fixed term.
- c) Uniform: Cubs, Cub leaders wear the appropriate uniform as laid down in Management Procedures.

## What Cubs Need

Cubs need one thing from their leaders more than anything else – recognition that they are individuals each of whom are important.

***If you can give Cubs individual recognition and support, then your success as a leader is guaranteed.***

Cubs also need to:

- learn new skills (this also being really important);
- try new things;
- make decisions;
- explore;
- experiment.

The Cub programme endeavours to give Cubs new challenges every week and to learn a new skill.

The Cub Skill Sheet Booklets can be very helpful as they not only lead the Cubs through the Award Scheme but also pass on 'how to' tips to help them earn the badges. Parents also find the booklets useful for supporting the Cub in their family.

If a Cub Pack is losing members then it's 90% certain the programme is not meeting the need to learn new skills.



**Constantly playing games will lose Cubs quicker than anything else.**

## Six Leader and Seconder Positions

The Six System provides a way of organising a Cub Pack, and assumes that the Six Leader will take responsibility for looking after his/her Six. Being a Six Leader or Seconder (assistant Six Leader) will help the Cub to grow in terms of self-confidence, leadership qualities and handling responsibilities.

The Seconder stands in when the Sixer is absent. The Seconder also assists the Sixer with duties as and when needed.

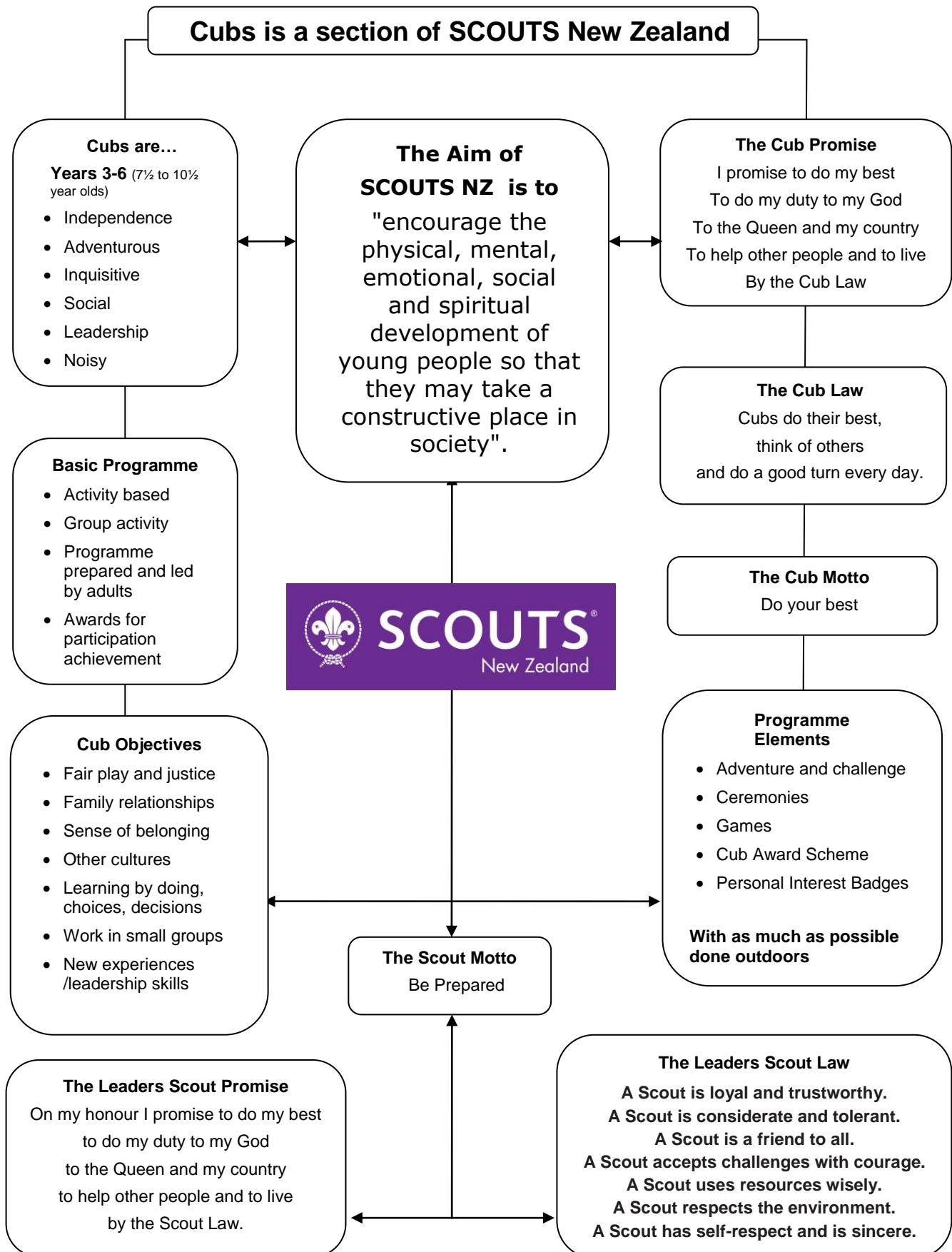
<b>A Six Leader is:-</b>	<b>A Seconder is:-</b>
<ul style="list-style-type: none"><li>• probably one of the older Cubs;</li><li>• appointed because of known leadership qualities;</li><li>• respected by other Cubs;</li><li>• appointed by the Cub Scout Leader in consultation with other leaders and the parents;</li><li>• probably, but not necessarily, had experience as a Seconder.</li></ul>	<ul style="list-style-type: none"><li>• probably one of the older Cubs;</li><li>• appointed by the Cub Leaders in consultation with the Sixer;</li><li>• generally respected by others in the Six;</li><li>• showing some leadership qualities.</li></ul>

## Duties of a Six Leader and Seconder

- Attend Pack Councils (meetings for Sixers and Seconders)
- Care for a new Cub
- Introduce new Cubs to rest of Six
- Explain the hand signals used in the Pack
- Explain the Pack procedures
- Explain the Grand Howl
- Acts as the liaison between Cub's and Leaders
- Welcomes Pack visitors
- Tell leaders of favourite games, and maybe run a game
- Advise leaders of activities the Six would like to do
- Advise leaders of any problems in the Six
- Assist with simple instructions where appropriate
- Visit the Kea's with a Cub Leader as part of the transition process,
- Supervise cleaning of the den etc.
- Take a leading role in ceremonies, for example flag break
- Set a good example to the other Cubs
- Help organise equipment for games & activities

While the Six Leaders and Seconders have opportunities to be leaders and become useful members of the team, it does not give them the right to "tell" others what to do". Rather they are given the right to encourage and lead others by example, just as any other leader should.

# The Cub Section at a glance



# Simple hand signals

## Pack Discipline

Another side of pack organisation is pack discipline and control. Cubs move with lively jumps, hops, steps, happy smiles and the minimum of fuss. That is what we aim for with a series of calls and signals which make discipline and control easier for both Leaders and Cubs.



It is vitally important that the Leaders as well as the Cubs, react to a signal given by any other Leader. That is the way to show respect for the system.

### The benefits are:

- Not having to raise your voice to be heard.
- It beats blowing whistles which irritate most people.
- The youth eventually learn to be aware of you all the time.
- It impresses the parents (they will look at you with awe).

## Hand Signals – all sections

There are basic hand signals used in all sections. You could develop more but these seem to be the optimum for the youth members to remember. The signs are:

### Silence Please.

The Leader raises one arm straight up in the air and waits. Everyone else raises one arm and stops talking and moving. This is a universal Scout sign used around the world and works with youth and adults alike.

### Form a circle.

The Leader uses one arm to make a circle in the air in front of them in the direction of the required circle.

### Form a line tallest to smallest.

The Leader holds one arm high and the other low. This means make one line, with the tallest in front and the smallest at the back. It's normally used to divide the youth into two teams to get ready for a game.

### Form two lines.

The Leader holds two arms out in front, both pointing slightly down. This means make two lines, or alternatively, get into Sixes ready for a team type game, depending on what you teach the youth.

### Sit down.

The Leader crosses his/her arms. This means sit down on the floor in front of me and pay attention.

### Six lines

Arms held out at side at shoulder height. Cubs run in and form their Six lines, Six Leaders at the front through to Assistant Six Leader at the rear.

### Rock Circle

The Cubs run in and stand not quite shoulder to shoulder. Leader stands with clenched hand on top of head. Pack form the circle with the Leader in the centre.

### New recruits

Have the Six Leader teach new youth the hand signals during their first meeting.

# THE CUB PROMISE AND LAW

## A Code for Living

The Cub Promise and Law express the ideals of SCOUTS New Zealand in terms suitable for young people. The Promise and Law are simple and clear, yet cover every aspect of a young person's life.

The Promise and Law is the ingredient which makes Scouting unique in the world. It is what makes Scouting "Scouting" and not just another Youth group. The Promise is a common factor in Scouting throughout the world.

**Making the Promise is the sole condition of entry for an individual into the Scout Movement.**

<b>The Cub Promise</b>	<b>The Cub Promise in Māori / Te Oati Matakirea</b>
<p>"I promise to do my best, To do my duty to my God, To the Queen and my country, To help other people And to live by the Cub Law</p>	<p>Ka oati ahau ki te whakapau i oku mahara ki toku Atua, Ki te Kuini me toku whenua, Ki te awhina i te tangata A, ki te u ki te ture o te Punua Matakirea</p>
<b>The Cub Law</b>	<b>The Cub Law in Māori / Te Ture Matakirea</b>
<p>"Cubs do their best, Think of others And do a good turn every day."</p>	<p>He u tonu ta te Punua Matakirea ki te mea ka taea e ia, He manaaki i te tangata, He ra tonu, e whai ana tana i te mea e tika ana, e pai ana</p>

It is the Leaders task to translate the basic principles of the Promise and Law into everyday terms and practical activities appropriate for youth so that slowly and surely it becomes part of their personal value system.

### ***The Cub Promise explained***

**Honour** -means you can be trusted by other people.

**Do my best** -means to try your hardest at everything you do.

**Duty to my God** -means you will do your best to behave well. Most churches have rules similar to the Cub Law.

**Duty to the Queen and my country** -The Queen is the head of our country and the Government, so our duty is to do our best to obey the laws of the country.

**Help other people** -means if we help others, they will usually help us when we need it. It makes the community a better place when we all help each other.

**Live by the Cub Law** -means that if we do our best to follow the Cub Law we will become better people and others will trust us and help us when it's needed.

### ***The Cub Law explained***

**Cubs do their best** - doing your best means **your** best. We all have different abilities and skills, it's how we use these that counts.

**Think of others** - what you say and do affects other people in different ways. It is important that we treat other people how we would like to be treated ourselves.

**And do a good turn every day** - it's all about doing things without being asked to.

# CUB CEREMONIES

## The Grand Howl

The first public Grand Howl was performed on December 16, 1916. It was at Caxton Hall not far from Westminster Abbey, London, England. The visitors were very startled by the Grand Howl. Baden-Powell explained what the words meant and what the Grand Howl stood for and they were most impressed. Cubs became recognised not only as junior Scouts but as something special.



### The main points about the Grand Howl

- It is a salute to the Akela and an expression of loyalty
- It is the highest form of appreciation that a Pack can pay to any visitor or friend
- It is a solemn renewal of the Cub Promise
- The one-ness of the circle symbolises the one-ness of the Pack, made up by the willing co-operation of each Cub and Leader.

### Common Standard for the Grand Howl

If taught in the right way, every Cub will take it perfectly seriously and enter into the spirit of it. It is desirable that we try to ensure uniformity to ensure that when Cubs encounter other Packs or Zone camps they are not left wondering what everyone else is doing.

***If we are all saying the same words and doing the same actions it helps to show that we are all in the same great "Worldwide Scout Movement".***

The Grand Howl is the ceremony you'll use most often.

- Cubs welcome their leader (Akela or the nominated leader for the ceremony) with the Grand Howl at the beginning of every meeting
- At the end of meetings there is the option of the Grand Howl or the Cubs can reaffirm the Cub Promise in unison.
- The Grand Howl is used to welcome new Cubs and to say goodbye to Cubs who are leaving the Pack.
- The Grand Howl is taken from Rudyard Kipling's the Jungle Stories. The wolves sat in a circle round the Council Rock and when Akela, the wise old wolf, had taken its place on the rock, all the wolves lifted their heads and howled a welcome.
- The Grand Howl is one ceremony which many Cubs all over the world perform at Pack Meetings where the Cubs stand in a circle around Akela (the Cub Leader).

## Background about the Grand Howl

It is a welcome to Akela as their leader, and a reference to the fact that they intend to keep their promise. Before starting the Grand Howl, give the Cubs a gentle reminder to tidy themselves up (e.g. shirts tucked in, scarves on straight, etc).

The Grand Howl is just that – it should be yelled out! When going into the circle (*not a horseshoe or any other shape*), try to have eye contact with every Cub at least once throughout the ceremony. This gives Cubs the feeling that you are really listening to them as they call out their welcome, and it also helps to keep an eye on those “misbehaving” and let them know with a frown that they should be behaving in the ceremony.



The traditional way of getting the Packs attention (at any time, including Grand Howl) is to call “Pack!” the signal for the Cubs to freeze (*Note: “Pack!” followed by “Pack! Pack! Pack!” is the traditional way to call Cubs to a circle for all purposes – not just the Grand Howl*).

## The Grand Howl Step by Step

Leaders other than Akela or the nominated leader for the ceremony stand at alert and at ease when requested. Leaders do not salute with the Cubs during the ceremony.

1. Akela (or nominated leader) calls the Cubs into a Pack Circle by calling “**Pack, Pack, Pack**”. The Cubs answer back with a short sharp “**P-a-a-a-a-ck!**” as they run to form a circle in their Sixes (*not a horseshoe or any other shape*). Assistant Leaders stand in the circle.
2. Once the Cubs are in the circle, Akela (or the nominated leader for the ceremony) will say “**Pack Alert**”. All the Cubs (and Leaders) must stand to attention (feet together and hands by their sides). Akela (or the nominated leader) then walks into the centre of the circle and faces the duty Six Leader who will lead the Grand Howl.
3. Akela (or leader leading the ceremony) then raises his/her arms extended out obliquely, (usually at the 4pm and 8pm position of a clock) then drops them down by the sides.

This is the signal for the Cubs to drop down to a squatting position (like a wolf sitting on its hind legs), with their hands between their knees and their three middle fingers (much like the salute position) on the ground like paws.

Their hands should be in between their legs (see picture as an example). *Hint – when the Akela (or the nominated leader) lowers his/her arms he/she should have his/her right hand (three) fingers ready to do the salute.* At this time any un-invested youth and Cubs not wearing a uniform or scarf remain standing in the alert position.



4. The Duty Six Leader leads all the Cubs off by saying together **"Ah"-“kay”-“la”, we'll do our best"** (each word or part should be *about a second apart – don't race through it*). On the word “BEST”, they all jump up to the alert position with their hands at their sides and feet together.
5. The Duty Six Leader then says - **Cubs, “do your best”**. All the Cubs then answer - **“we will do our best”** (emphasis on the word **will** forcefully with a pause between – they are issuing the challenge to the other Cubs).

Everyone (invested Cubs only) salutes as they say the word “best” (this is a form of acknowledgement that he/she hears and appreciates their welcome) which is returned by Akela (or the nominated leader) with such appropriate words as **“Thank you Pack”** or **“Do your best, Pack”**.

The Cubs and Akela then drop their salute and Akela (or the nominated leader) returns to his/her position at the edge of the circle and then says **“Pack, at ease”**.

### Points to note

1. Youth do not need to be invested to participate in the Grand Howl Ceremony, however in saying that, those youth not invested, or Cubs not in uniform or who have forgotten their scarf must remain standing at the alert position when Akela enters the circle and the Duty Six Leader starts the ceremony.
2. Once the Grand Howl Ceremony has started those who arrive late must wait at the back of the hall until the ceremony is finished and Akela asks the Cub/s to join the circle **after** the Grand Howl Ceremony or the start of the next programmed activity. Cubs do not join in the Grand Howl Ceremony part way through – it is disruptive.
3. It is important that the Grand Howl Ceremony is done in a circle (*not a horseshoe or any other shape*). The circle represents the circle round the Council Rock (*from Rudyard Kipling's the Jungle Stories*).
4. Generally the Six Leader is on the Leaders left (when facing the Six) and the Assistant Six Leader at the other end of the Six. The newest Cub is closest to the Six Leader. All Cubs stand shoulder-to-shoulder.
5. If a Kea Club or Scout Troop is visiting the Pack, Keas and Scouts would perform their own opening and closing ceremonies as part of the joint meeting.

### Welcoming new Cubs

Your Pack may have children visiting who do not have any previous Scouting experience. At the start of the youth's first meeting, call them into the circle. Welcome them to the pack with words that make them feel part of the pack.

Introduce their Six Leaders to them and tell them that the Six Leader is their “buddy” and will explain what to do and not to do in the Grand Howl Ceremony and that the Six Leader will look after them as part of his/her Six.



## Investiture

The investiture is the ceremony where the prospective Cub is officially inducted into the Cub Pack. This takes place once the Cub Badge has been earned and is intended to be a memorable and solemn ceremony that parents/caregivers and grandparents are welcome to attend.

**Note: The Investiture should always be done at the beginning of the evening.**

The following will be required for the ceremony:

- A group scarf (Cub size).
- A Cub woggle to hold the scarf.
- The Cub investiture certificate
- The Cub Badge
- Group Name Tape
- The Zone Badge (on shirt)
- The Cub Badge Book (optional for each Group)
- The Cub should be wearing the official Cub Shirt.

Some Cub Packs put all this material into a plastic bag and call it the Investiture Pack.

### Investiture Ceremony

Form the Pack into a horseshoe with Akela the Cub Leader standing at the open end facing the Cubs.

- Akela:** Asks the recruit to come and stand in front of him or her.
- Akela:** "Do you want to be a Cub?"
- Cub:** "Yes Akela I do".
- Akela:** "Do you know the Cub Law and Cub Promise?"
- Cub:** "Yes Akela I do".
- Akela:** "What is the Cub Law?"
- Cub:** "Cubs do their best, think of others, and do a good turn every day".  
(If the Cub has difficult with this the leader may say it first, line by line)
- Akela:** "Are you ready to make your promise?"
- Cub:** "Yes Akela I am."
- Akela:** Pack please make the Scout Sign. Akela says one line of the promise at a time and the Cub repeats each line.
- Akela:** I trust you to do your best to keep this promise. You are now a Cub in the world-wide family of Scouts. Welcome to the Pack.

The Cub Leader presents the badges (such as the Cub Badge, Zone Badge, Group name tape, Six woggle, scarf and the Cub Investiture Certificate).

- Cub:** Turns around facing the Pack and salutes the Pack who in turn return the salute. The Cub then returns to the Six.

### Other Initiation practices

*Never allow any other form of welcome, induction or initiation into the Pack or Six. Any form of 'Hazing' or initiation is in fact bullying and has no place in Scouting.*

## Presenting Badges

The presentation of badges is a form of recognition and if it's to give a boost to the recipients self motivation it should be made as soon as possible after having been earned. Present it on the night it was earned is the aim.

An exception may be made for badges such as the Bronze, Silver and Gold level badges of the Award scheme. These are best presented at the last night of each term and the parents and other family members invited to attend.

### The presentation should be simple and dignified.

- The Leader forms the Pack into a Horseshoe as for an investiture.
- The Leader says: "John has earned the Bronze Level Badge after many months of hard work and I would like to present it to him tonight. John please come forward".
- John marches smartly forward.
- The Leader passes the Cub the badge, putting it in the right hand, and then shakes the Cub's left hand.
- The Cub then about turns, salutes the Pack and returns to the Six.

**Hint:** Make badge presentations at the close of the evening when some parents are present. Parents see a Cub receiving a badge and often encourage their own Cub to earn a badge as a result.

## Opening and Closing Ceremonies

Some hold a Grand Howl at both the opening and closing, others simply have a Grand Howl at the opening and a reaffirmation of the Promise and notices for the closing. The form of the closing ceremony is optional and is often unique to each Pack.

***There needs to be both a formal opening and a formal closing for Cub meetings as children this age respond best to a structured format.***

Leaders learn about options for closing ceremonies as part of the Initial Training Programme.

One last point: **Always finish on time.** Nothing will irritate a busy parent grappling with several young children more than having to wait while the Cub Leaders eventually end the meeting.

The aim is to get the parents cooperation. Finishing late week after week is not the way to gain their support.



# THE CUB BADGE AND AWARD SCHEME

## The Cub Badge

### If transitioning up from Keas

In this case the Kea should complete the Cub Badge while still attending Keas. The Kea Leader oversees this work. Then the Kea can be invested on his or her first night at Cubs or as part of the transition ceremony. A guide to the transition is provided for Kea Leaders in "The Magical World of Keas" book.

### If new to Scouting

The new Cub has to complete the Cub Badge before being invested. This generally takes 3 to 4 weeks and is generally managed by one of the Cub Leaders. Copies of the "New Cubs Investiture Booklet" are available from the Regional Offices to help with this process.

## Earning the Cub Badge

### CUB

The Cub may be invested when the tasks below have been completed.

- Be told the story of Mowgli's entry to the pack from the Jungle Book;
- Find out how the Cub Section began;
- Know the Cub Promise and Law and talk to a leader about how you can put them into practice;
- Know how to do the Grand Howl Ceremony
- Know the Scout Salute, Sign, Handshake and the Cub Motto and why we use them
- Take part in a Cub activity or regular Cub meeting;
- Meet the Six Leader and other members of the Six.

## The Cub Award Scheme



The Award Scheme is an important part of the Cub Section and our National Programmes. It is how we recognise the Cub's achievements while participating in the Cub programme.

***The Cub Section Award Scheme is effectively a link between the Kea and Scout Award Schemes. It moves the emphasis from participation towards proficiency in skills and activities.***

### Activities by age group

It is important that opportunities are provided for Cubs to complete activities in teams with other Cubs of the same age. This increases the leadership opportunities and provides a greater challenge for older Cubs.

The Cub Skill Sheet booklets are divided into Bronze, Silver and Gold publications to enable leaders to split the Pack into three groups who can work on each.

***Experience shows that if a Pack is losing the older Cubs it's probably because they are bored doing the same activities as the younger Cubs.***

Don't get caught out. Every night should see the Cubs working on something new and you cannot achieve this if you have the whole Pack doing the same badge work.

Leaders will determine what works best in their Packs – but ultimately when the Cubs go to Scouts they will work in Patrols/age group teams and we should be preparing them for this in the Cub Section.

## The Award has three levels

- There are three activities in each of the sections of the “Outdoors”, “Community” and “Personal Development” cornerstones;
- There is one activity in each section of the “New Experiences” cornerstone.

### Three badges



Bronze



Silver



Gold

It normally takes a whole calendar year to complete each level of these awards. New Cubs start at the Bronze Level, work on the Silver Level in their second year, and during the third and final year work on the Gold Level.

## Cornerstone activities

### Outdoors Cornerstone:

- Campcraft: *Fire safety, shelters, cooking on a fire, camping, tent pitching and care of tents*
- Expeditions: *Outings, Visit a zoo/farm/animal park/veterinary clinic, bike ride, orienteering, sailing*
- Environment: *Grow a plant, Aqua scopes, bug hunts, learn about trees/birds/animals, conservation projects.*
- Outdoor Skills: *Use of a compass, map of your neighbourhood, knots, trails, Outdoor Code*

### Community Cornerstone:

- Emergency Preparedness: *Visit fire/police/ambulance/hospital, emergency procedures, civil defence, personal survival kits, evacuation plans*
- Helping Others: *Good turn diaries, learn about disabilities and their challenges, community service, clean up, recycle, donate to food banks/shelters/SPCA*
- My Community: *Learn local places of interest, visit another youth organisation, history of your local town/city*
- Our World/Our Country: *Maoritanga, New Zealand Flag, patron saints, BP's life, learn about other cultures, learn/visit other nationalities in your local area*

## Personal Development:

- Physical: *Fitness skills, team sports, gymnastics, swimming, athletics, Māori stick games*
- Social and Life Skills: *Rules for scout hall, road code, bike code, care for a pet, personal hygiene, 1<sup>st</sup> Aid.*
- Expression: *Mime, Campfire songs, skits, Storytelling, make a kite/toy/musical instrument, crafts*
- Discovery: *Prayer for pack night, Family history, senses, detective kit, help in a Cubs own, show and tell*

## New Experiences:

- Personal Interest *(Earn one Personal Challenge Badge): See award book*
- National Programme Event: *Mud slide, Cub Day, visit a Jamboree*
- Group/Zone/Regional: *Regional/Zone/Group Cub camps, Hikes, Kite Days*
- Challenges *(Participate in a team or pack challenge): Cub camp, visit another pack, skit night etc.*

## Cub Personal Interest and Challenge Badges

Cubs also have the opportunity to gain Personal Interest Badges and Event Badges. Here are examples of the current Personal Challenge and Interest badges.



## Badge Requirements

These can be undertaken in the following ways:

- at home (signed off by a parent);
- at school;
- trainer/coach (and signed off as completed);
- as part of National Programmes from time to time.

Ask a few questions of the Cub for validation that the Cub has achieved the requirements. Please note that Cubs are not all the same, therefore there has to be flexibility in the badge criteria.

***All Cubs are required to do their best.***

We are not looking for perfection or exactly the same standard from everyone.

## Cub Event Badges

These are badges produced for specific events such as:

- Cub Day,
- National Mudslide Day,
- Poppy Day,
- JOTI and so on. (Jamboree in the internet)

Event badges are awarded to those who attended the event and are worn on the left sleeve of the uniform. These are generally purchased from Scouts Direct.



## Cub Award Scheme Books Available

The following booklets are available FREE on the SCOUTS New Zealand website or they may be purchased from the Regional Service Centre.

- The Cub Award Scheme for Cub Leaders
- The Cub Award Scheme for Cubs
- The Cub Bronze Level Skill Sheets
- The Cub Silver Level Skill Sheets
- The Cub Gold Level Skill Sheets



# CUB SECTION PROGRAMME

**CUBS**

**2013 TERM FOUR - "Let's Get Out There"**

**OCTOBER 2013**

PROGRAMME 4.1 - Track It/Trail It  
PROGRAMME 4.2 - Wet It  
PROGRAMME 4.3 - Wet It

**NOVEMBER 2013**

PROGRAMME 4.4 - Walk It  
PROGRAMME 4.5 - Score It  
PROGRAMME 4.6 - Raid It  
PROGRAMME 4.7 - Bug It

**DECEMBER 2013**

PROGRAMME 4.8 - Plant It  
PROGRAMME 4.9 - Sing It  
SPECIAL EVENT: Family Picnic/BBQ

**COMMON TRACKING SIGNS**



**PROGRAMME 4.1 - "Track It-Trail It"**

Time	Activity	Summary description	Leader	Equipment
	Arrival activity	• Collect small sticks, pebbles, stones, long grasses	Deputy Leader	Plastic bags
10mins	Opening	Opening ceremony • Prayer, Inspection, Flag Break, Grand Howl • Welcome new parents • Investiture of New Keas and Cubs	Cub Leader	Scarves, badges, woggles, certificates
10mins	Game	Bucket Relay • See 'Games' below for instructions		Buckets, water
55 mins	Skill Instructions Cornerstone: Outdoors	Tracking/Trailing • See Skill Silver Award Sheet, page 6 • Lay a trail using trailing signs		Sticks, stones, pebbles, grasses Cubs collected at beginning of evening
10mins	Game	Rope Trail • See 'Games' below for instructions		rope
5mins	Closing	Closing Ceremony • Prayer / reflection / thanks / Notices (see 'Notices' overleaf)		

**Games**

**Bucket Relay**  
• Refer to Games Sections Sheet online. Relay section. Note: games are listed alphabetically.

**Rope Trail**  
• All cubs hold onto a long rope. Each cub on opposite sides. The leader at the front of the rope walks and guides the cubs on a chosen route. If played during the day cubs are blindfolded. If at night make sure your leaders spread out between the cubs and one at the back. Leader in front and back have a torch.

l**club** \_\_\_\_\_ l**club** \_\_\_\_\_ l**club** \_\_\_\_\_ l**leader**  
l**club** \_\_\_\_\_ l**club** \_\_\_\_\_ l**club**

## It's got to be fun

Your primary role as a youth leader is to deliver a FUN filled action packed learning programme that meets the needs of today's youth.

National Programmes are written by a team of experienced leaders guided by the National Cub Leaders. Each school term's programme has a different theme.

## Sub Themes

The National Programmes have a week by week sub-theme with everything you need to know about the activities printed in plain English, such as a time schedule, activity category, list of activities, equipment list. Resource sheets give detailed instruction and other information. Most National

Programmes include an element of the National Award Scheme that needs to be marked off on the Cubs Record Cards and or wall chart when completed.

## Feeling creative?

Most leaders like the creativity and diversity in the National Programmes as they have been written by experienced leaders who have normally tested and tried the programmes in previous Cub meetings. As you become more confident and knowledgeable you may want to write your own weekly programme (or part thereof), which is fine as long as you keep to the National Theme.

## Hints for running a Programme

All the Leaders should be involved in planning the programme activities. Each Leader should have definite parts to play in each Cub meeting. Try to have activities flow smoothly from one into another. It is important that the Leaders work as a team and remember everyone likes to feel needed. Do not forget to use parent help as well.

1. Have a gathering or coming in activity in which the Cubs can join in as soon as they enter the meeting place, and keep them involved until they leave. The National Programmes include 'coming in' activities such as:
  - a. Blow a ping pong ball the length of the hall with straws (on their hands and knees);
  - b. Snowballs (newspaper rolled into balls);
  - c. Animal miming and guessing.

2. Plan your programme well ahead of time, make sure to include alternatives so that you are ready to set aside one programme and improvise on the spot if the mood of the Cubs is not in tune with what you have planned.
  3. Don't worry if an activity takes longer than anticipated - cooking for example. It will be necessary to discard other activities if you run over time.
  4. As a Leader you must prepare for future meetings. If the Cubs are to bring old clothing or certain tools, make sure they are told ahead of time and, if necessary, contact the parents either by email, phone, texts or through a newsletter.
  5. If equipment is to be used, plan for it. To have all materials in a certain place, such as a Leader's box, is of great benefit. Pre-planning is necessary, this enables you to let parents know if they can assist with providing materials.
  6. Above all, arrive at the meeting place early. Have things ready so that when the Cubs arrive you are able to greet them. When you are not rushed, your meeting will go more smoothly and you will not be on edge. Both you and the Cubs will have more fun. Experiment with new ideas.
  7. Make the best possible use of community resources.
  8. Learn from the mistakes as well as the successes. Take time after each meeting to evaluate the programme.
    - a. What parts went well?
    - b. What parts need improvement?
    - c. Did you use all the assistants and helpers?

## ADVENTURE PLUS is essential

Remember that the Scout Brand is 'ADVENTURE PLUS'. Doing craft work in a hall falls well short of the brand promise. If you are unable to "gallop about" outside, look at recruiting a couple of Venturer Scouts to do the running around.

Also, don't be put off by wet days. Many Cubs are transported everywhere in cars these days. They never get to splash in puddles, or watch boats made out of leaves float down a gutter. Get the parents to fit them out with raincoats and go exploring in the rain. To the Cubs it is generally high adventure. Just keep it simple (and have some towels handy).

# Risk Management

**REMEMBER TO COMPLETE AN 'ACTIVITY  
INTENTION FORM' AND A 'RAMS' FORM  
FOR ALL ACTIVITIES AWAY FROM YOUR  
HALL.**

Safety is paramount. Other leaders will explain how to complete the above mentioned forms but the important point is safety in all activities, no matter if inside or out - 'SAFETY'.

You will learn more about 'Risk Management' and safety as part of the Initial Training Programme.

## Parent Involvement

Parents are encouraged to share the Cub programme with their children. It's important that where practical, leaders use the skills of the parents to help with the weekly programme. A parent/caregiver who enjoys cooking could take a cooking segment of the programme once in a while and there are others who could help run activities such as a bike maintenance segment one pack meeting.

## Outdoor activities

Here is a list of typical Cub outdoor activities

- Hikes
- Conservation
- Tracks/trails
- Nature Activities
- Water Fun
- Treasure Hunts
- Cooking
- Fishing
- Swimming
- Sport events
- Wide games
- Gardening

There is such an opportunity to come alive outside, be alert to the sounds around you, have a rummage around the shore, go zooming down the hillside on a sheet of plastic, make sand castles/sand sculptures .....the world is out there for the Cubs to explore.

### A word of caution

Cubs think they are bullet proof, and may have little concept of fear.

It follows therefore that SCOUTS need to ensure that Leaders in charge of and involving members in outdoor activities that involve a degree of risk need to be:

- Experienced leaders,
- Knowledgeable about the activity and have the skills needed,
- Experienced and familiar with the actual terrain involved,
- Knowledgeable about the weather in that environment.

## Programme Resources and Skill Instruction Sheets

The National Programmes usually have resource sheets available. These are downloadable from the SCOUT New Zealand website [www.scouts.org.nz](http://www.scouts.org.nz).



These resources are filled with games, songs, crafts, activities to complement the weekly programme. There are over 100 games listed on the National Website and also many Practical Outdoor Skills instruction documents, including many knotting instruction sheets.

### Websites recommended

#### Games

- [www.lots-of-kids-games.com](http://www.lots-of-kids-games.com)
- [www.funattic.com](http://www.funattic.com)
- [www.scouts.org.nz](http://www.scouts.org.nz)

#### Knots

- [www.animatedknots.com](http://www.animatedknots.com)
- [www.scouts.org.nz](http://www.scouts.org.nz)

#### Crafts

- [www.e-scoutcraft.com](http://www.e-scoutcraft.com)

## Programme template

Experienced Cub Leaders are welcome to create their own programmes using the template below but as mentioned previously, it is desirable that the programme be based on the National Programme theme.

Time	Activity	Summary description	Leader
00 mins	<b>Arrival activity</b>	<b>Enter name of activity or game</b> <ul style="list-style-type: none"> <li>• Enter resources needed</li> <li>• See 'Games' below for instructions</li> </ul>	Duty Leader
10 mins	<b>Opening</b>	<b>Opening ceremony – Grand howl</b> <ul style="list-style-type: none"> <li>• Enter resources needed</li> </ul>	Cub Leader
10 mins	<b>Game</b>	<b>Enter name of the game</b> <ul style="list-style-type: none"> <li>• Enter resources needed if any</li> <li>• See 'Games' below for instructions</li> </ul>	
40 mins	<b>Skill Instructions</b>	<b>Enter description of the session</b> <ul style="list-style-type: none"> <li>• Enter resources needed</li> <li>• List the Skill Sheet name for requirements of the award scheme.</li> </ul>	
10 mins	<b>SPACE</b>	<b>Story, Play acting, Chorus, or Environment</b> <ul style="list-style-type: none"> <li>• Enter activity name</li> </ul>	
10 mins	<b>Game</b>	<b>Enter name of the game</b> <ul style="list-style-type: none"> <li>• Enter resources needed if any</li> <li>• See 'Games' below for instructions</li> </ul>	
10 mins	<b>Closing</b>	<b>Closing Ceremony</b> <ul style="list-style-type: none"> <li>• Prayer or reflection / thanks</li> <li>• Notices (see 'Notices' overleaf)</li> </ul>	

## Games

### Name of the game

- List requirements,
- Use bullet points for each instruction / action.
- Or refer to a web site or another document to view the instructions.

## Skill Instruction Session

### Name of session

- List the instructions in bullet points
- Refer to the appropriate Skill Sheet for the requirements for the award scheme.

Mark off any part of the award scheme for each Scout that may have been completed to the standard required. Enter the Skill Sheet name where the details are found, or the Award Scheme book and page.

## Notices

- Notices and forms for parents etc.

## Next term's programme

Towards the end of the term meet with all the leaders for a couple of hours and using the National Programme review each week and see if it suits your Cub Pack.

- If it does suit you, adopt the programme.
- If it doesn't suit, collectively plan your own programme preferably using the National theme.
- Remember to consult the Zone calendar for Zone events for Cubs.
- Also remember to consult the Kea and Scout Leaders in the Group so the Cub programme will fit in with their plans.

## Spirituality in Cubs

### 'Cubs Own' or 'Cubs Reflection'

**'Cubs Own'** also known as a "Cub Reflection" is an inspirational and informal reflection held as part of Cub activities.

It's usually short, often lasting no longer than 10 minutes and is made up of a mixture of readings, prayers, reflections and music. Many 'Reflections' are based on a particular theme, such as friendship, using resources wisely, or fairness. This might be connected to a certain event or occasion.



The types of songs sung express our personal faith. 'Kumbyah my Lord' (come by here my Lord) would be one example.

Each occasion tends to reflect where it's being held and the mix of people present.

They can be held on mountain tops, bush clearings, on the edge of streams or in a hall.

### The format for a 'Cub Reflection'

- They often start with a short discussion about the gathering and how fortunate we are to be there with our friends
- This might be followed by a short prayer of thanks.
- Then perhaps everyone sings a happy song such as "You are my sunshine" or "Kumbayah" and similar songs that have a feel good and 'faith' factor.
- You could finish with a short talk by one of the members about a kindness they have experienced.
- Maybe if the spirit moves you, another prayer or expression of thanks.

# TRANSITION TO THE SCOUT SECTION

## Term Three Transition

Cubs in year 6 at school move from Cubs to the Scout Section. This occurs towards the end of school term three and is called 'transition'.

Cub Leaders need to talk with their Scout Leader as to how this will be carried out.

Transitioning in term three is optional and if Cubs are getting bored, move them to Scouts immediately and don't wait for the transition in term three. Note however, that the Cubs, Parents and the Scout Leaders must all agree that this approach is best for the Cubs concerned.

While it would be good if the Cubs completed all three levels of the Cub Award Badge before moving to the Scout Section, Leaders should get them to work on the requirements of the Scout Badge as the first priority once the transition decision is made.

***Retaining a Cub in the Pack in order to complete the Cub Gold Award is not in their best interests if they are mentally and physically ready to join the Scout section.***

- The transition period normally takes 3–4 weeks.
- If Cubs complete the Scout Badge requirements at Cubs, they can be invested on the night they join the Scout Troop.
- Talk to and involve the Scout Leaders and Group Leader when planning a going-up or transition ceremony and investiture.
- Always keep parents/caregivers informed and invite them to the ceremony and investiture.

## Scout Badge Requirements

### SCOUT

The following should be completed before a Cub transitions to the Scout Section.

1. Prepare a personal first aid kit;
2. Describe the composition of the NZ Flag;
3. Explain why and what happens during the flag ceremony;
4. Show a knowledge and understanding of the Scout Law and Promise;
5. Describe the life of Lord Baden Powell and explain why he is so important to Scouting;
6. Be able to make the Scout Sign and Salute correctly;
7. Demonstrate the Scout Handshake and be told the story behind it;
8. Take part in a Troop or Patrol activity.



# PACK ADMINISTRATION AND ORGANISATION

## Shared Leadership

The Cub Pack is made up of a group of Leaders who need to complement each other and work as a team to manage the Pack and its activities.

Leaders gain experience and qualifications through the Adult Leader Training Scheme provided by SCOUTS NZ and gradually absorb the knowledge and skills needed.

## Administration tasks

Some things to remember as a Leader are:

### Records

- Use the Cub Record Card and Wall Chart. Use information taken from Parent Consent Form and update as required. The Cub Record card enables you to keep an up to date records of their progress in the Cub Award Scheme and other relevant information.
- Use an exercise book as a register for all Cubs attendance, all resources and expenditure.
- Have a list of medical conditions in a folder in case of emergencies.
- Have a calendar for birthdays of Cubs – really impresses the Cubs by letting them know you know it's their birthday.

### Planning

- Read the week's programme well in advance to ensure equipment and activities are well organised.
- Always send a notice home to parents at the beginning of a term to tell them what is happening and to be prepared for any outings (consent forms may be attached to the notice in advance.)
- Have a calendar for Group/ Zone/Regional and National events. Highlight all the training dates you need to attend.
- Arrange a parent help roster - parents are asked from time to time to assist with the day-to-day running of the Pack.
- Each Pack member should receive a Group Scarf and uniform related badges when being invested as a Cub.



### Risk management

- Maintain at least two leaders for each meeting, one of whom is warranted.
- Have a ratio of one adult per six Cubs for outdoor activities.
- For water activities have a ratio of 1 Leader per 3 Cubs.
- An Activity Intention Form must be completed and endorsed by the Group Leader when you take Cubs away from their usual meeting place.

- A Parent Consent Form must be completed and endorsed by the parent/caregiver before a Cub attends any activity away from the usual meeting place.

## Membership

- Fee/subscriptions collection should be arranged through the Scout Group Committee. Leaders should not be handling money.
- You may be requested to prepare and submit an annual budget to the Group Committee via the Group Leader.
- An annual membership census is taken at the end of June each year. You will be asked to provide the Group Leader with information about the current membership of Cubs

## Evaluation

- Do an informal evaluation after each Cub Pack meeting. This will let you know what works and what needs revising.



# GROUP ORGANISATION

## Group Leader

The Group Leader is the volunteer responsible for the smooth running of the Group and leads both the Group Committee and the Section Leaders. In effect the Group Leader is the Manager of the Group.

## The Group Committee

The Group Committee are responsible for providing the Sections with the resources they need. Included would be:

- Funds
- Programme equipment
- A meeting place
- Setting the Group fees and collecting them
- Helping the Group Leader recruit leaders
- Support and encourage the leaders
- Protecting the Groups assets (insurance, security etc)

**In particular, no Section Leader should ever get involved in the collection of Group fees.**

## Budgets

Groups are encouraged to set budgets for each section and to consult with the leaders over the expected plans and the costs associated with them so the committee can work out how much money is needed and where to find it if possible. Leaders must not make purchases without the approval of the Group Leader or Group Treasurer.

## Section Bank Accounts

All Section bank accounts must be sub accounts of the Group bank account. Groups are encouraged to open business accounts with their banks and take advantage of the online facilities they offer.

All Scout bank accounts must have two signatories and with electronic banking it is relatively easy to provide the Group Treasurer with a proforma invoice from a supplier and have the funds transferred to the suppliers account before collecting the goods. The same applies for the reimbursement of expenses.

## One legal entity

The Scout Association of New Zealand is the only legal entity for SCOUTS and own all assets purchased by the Groups. Groups manage these assets on behalf of the Association just as a branch of a company manages the operation for the Head Office.

# LEADER SUPPORT

## Support Leaders

Never be afraid to ask for assistance or help. There are a team of experts at your disposal.

Your Group Leader will supply you with lists of who's who within the Group, the Zone and even the Region. Here is a list of local people who will assist you as you get started as a leader:

- Other Cub Leaders in the Pack.
- The Group Leader.
- The Zone Cub Leader who is responsible for organising training and support for Cub leaders.

## Regional Office

A lot of information, resources and communication will come from the local Regional Office (five offices throughout New Zealand).

Phone 0800SCOUTS and ask how they can help you, you may be surprised what they can offer in the way of knowledge and resources.

The SCOUTS New Zealand website [www.scouts.org.nz](http://www.scouts.org.nz) lists the current National Cub Leaders.

## Community Resources

Don't forget there are also community groups that are only too willing to support SCOUTS NZ.

- |                   |                  |                 |
|-------------------|------------------|-----------------|
| • NZ Fire Service | • SPCA           | • NZ Police     |
| • RSA             | • St Johns       | • Civil Defence |
| • Food banks      | • Local Councils | • Churches      |

Please notify these organisations well in advance if you want to utilise their experience and knowledge as they are very busy people (a bit like us).



# Support and Information Chart

Item or Activity	Where or Who	When
<b>Introduction to SCOUTS New Zealand</b>	The Group Leader or someone nominated by your Group Leader.	Prior to signing the Warrant Application Form.
<b>Planning Meeting</b>	The Cub Leaders from your Group.	Prior to the start of the next term to plan the term's programme.
<b>Group Council</b>	A meeting with your Group Leader and other Leaders from your Group.	At least once every 3 months.
<b>Zone Cub Council</b>	A meeting with other Cub Leaders from your Zone.	At least once a year.
<b>Initial Training Modules</b>	Training done with other Cub Leaders from your Zone or other Zones.	To be done within 12 months of joining.
<b>Practical Skills</b>	By working in the Cub Section with other Cub Leaders, and by attending Zone Training courses,	Ongoing
<b>Group Support</b>	Group Leader, other Leaders from within your Group and your Group Committee.	Constantly.
<b>Zone Support</b>	Zone Cub Leader	Organises your training and provides initial support.
<b>Regional News</b>	Regional Office	Weekly.
<b>Website</b>	<a href="http://www.scouts.org.nz">www.scouts.org.nz</a>	Register yourself at this site to get all the latest information.
<b>National Programmes and Programme Resources</b>	National Office / Group Leader	These are available from the Website each term. Your Group Leader will arrange to have them printed off.

# TRAINING FOR LEADERS

## Training is at no cost to Leaders

Requirements for leader training are set out in the publication "An introduction to SCOUTS New Zealand for Leaders", which is supplied before a warrant is issued.

SCOUTS New Zealand primary purpose is to develop young people and most of the Leader training is focussed on the skills and knowledge needed by Leaders to achieve this. Fees are paid by the Scout Group.

Scouting also recognises that Leaders need to receive some value in return for volunteering and offer advanced personal development training courses that will benefit Leaders in their work and personal lives.

- Certain courses also qualify for a NZQA Leadership qualification in Leisure and Sport.

## Registering for training

The registration procedure varies from Zone to Zone and generally registrations are managed by the Regional Office. The Group Leader will after consultation with the Leaders, either register them for the appropriate course, or explain them how to register themselves.

# GLOSSARY OF SCOUTING TERMS

## Common Abbreviations

AIS	Activity Intention Sheet
CL	Cub Leader
GL	Group Leader
KL	Kea Leader
POR	Policy, Organisation and Rules
RAMS	Risk and Activity Management System
RRL	Regional Rover Leader
RVL	Regional Venturer Leader
RWAA	Regional Water Activities Adviser
SL	Scout leader
VL	Venturer Leader
ZL	Zone Leader
ZTL	Zone Training Leader
ZCL	Zone Cub Leader
ZKL	Zone Kea Leader
ZSL	Zone Scout Leader
ZVL	Zone Venturer Leader
ZRL	Zone Rover Leader

## NATIONAL OFFICE

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