



### 1.3 Acknowledgement of Country

The Victorian Rover Council would like to acknowledge that this meeting is being held on the traditional lands of the Wurundjeri people, and pay our respect to elders both past and present.

Congratulations and welcome to our new Region Commissioners – Scotty Harrison and Maria Armstrong!

[illegible]

## Nil.

Nil.

Nil.

Thank you to the amazing people that spent the other weekend painting the Rover centre. It looks amazing; I think everyone in the room appreciates those people giving up their time. I hope everyone had a great Easter. Thank you to everyone who has put in a nomination for an Office Bearer position.

Regions are doing a remarkable job getting into their communities, especially those Crews that are running activities during their Region meetings. Please keep up this effort, keep up the Crew visits, keep bringing Rover governance to the grassroots level, make people aware of what you can help them with and how you can serve them. Things have been pushing along in the YPR space, though there are some concerns as to the development of the program up until now. Ian and myself are working with the

program team to address our concerns with the process adopted and will be fighting hard to make sure the concerns of Rovers and Victorian Rovers in particular are listened to.

#### 4.3 Assistant Chairman

Lucy Hubbard

The Mudbash and Mafeking working bee is this weekend. It would be great to see some new faces there. There are heaps of jobs that you can help with, and it is also a great way to meet new friends. Loose and Loud is coming up, and tickets are now on sale at <https://myevents.vicrovers.com.au>. MARB and Mudbash tickets are also on sale now!

If you are thinking about joining a committee in the next few months this is a great time to start talking to our sub-committee chairs to see what is involved in being part of their committee and the different roles. Please don't forget we have the calendar where we can put all of your events and activities that teams are running. This calendar also includes all Rover100 events. So please send your event details through – it would be great to see this calendar super full of fun and exciting things.

#### Upcoming Events:

- Mudbash – 8<sup>th</sup>-11<sup>th</sup> of June @ Mafeking Rover Park
- Mudbash and Mafeking working bee – 29<sup>th</sup> June – 1<sup>st</sup> July @ Mafeking Rover Park
- Mudbash and Mafeking working bee – 20<sup>th</sup>-22<sup>nd</sup> of July @ Mafeking Rover Park
- Bogong Snow Fun Day – 4<sup>th</sup> of August @ Lake Mountain; see the Facebook page for more details

#### 4.4 Quality Team

Tash Borg, Vicki McKinnon, Ezgi Bridger

#### Training:

Please find below the dates for the courses we will be running in 2018:

- May Madness: 4<sup>th</sup> – 6<sup>th</sup> @ Gilwell; applications close on the **20<sup>th</sup> of April**
- July Non Res: 6<sup>th</sup> – 8<sup>th</sup> @ VRC
- Rovember: 2<sup>nd</sup> – 4<sup>th</sup> December @ Gilwell

*Please note:* A requirement of completing your Basic training includes the completion of an outdoors course (as per our training guide, please find attached). We would like to encourage Rovers to register for these courses at the same time that they register for their Basic training. The outdoors course can be undertaken either before or after the Basic training.

Rover Outdoor course dates:

- 14<sup>th</sup> July
- 22<sup>nd</sup> September
- 20<sup>th</sup> October

#### BPSA Support:

We are currently looking for a BPSA Support Officer to see out the 2017/18 term and carry into the 2019 term. If you or any of your Rovers are interested please contact Tash, the current VRC Training Officer.

Our plan for the next 12 months:

- More training before VRC meetings
- State BPSA Support Officer to work alongside the Training Officer
- One rep for each Region Team (more Rover involvement)
- Facebook group for all BPSA Support members
- Develop a FAQ sheet with your help

**Reminders:****BASIC PROCESS:**

1. Complete common core eLearning
2. Complete Rover eLearning
3. Have Technical skills signed off
4. Enrol in upcoming basic course
5. Enrol in upcoming outdoor course

**PROCESS TO ATTAIN WOODBADGE:**

1. Finish advanced, propose the project
2. Get Woodbadge proposal signed off on course
3. Complete project and have this signed off by a team leader/project supervisor
4. Copy of completion form with signatures and contact names and phone numbers from participant and project supervisor sent to Training branch
5. District Evaluation conducted minimum 4 months after course completion. If you have not heard from anyone by the end of the 5<sup>th</sup> month, please contact the Training team via the training email.

**4.5 Participation Team****Rhiannon Lawson, Aaron Webb****Resources:**

During the past month we held our working bee on the 8<sup>th</sup> of April at the Victorian Rover Centre. This was attended by roughly 15 people throughout the day, making it one of the best-attended working bees in recent history. A lot was achieved including, the painting of the mural, which I'm sure most people have now seen on Facebook, the placement of one of our new signs on the external walls of the building along with the cleaning out of the shed and the painting of the office. Particular thanks goes to Jake for coming back last Wednesday and hanging up the pin boards as well as Cam Wilding for ordering our new exit lights.

Also during the past month Peter has got in contact with the Scouts Vic Building Maintenance Officer regarding disabled access to our hall. To date there has been no contact from Branch regarding this except to say they have received the email. We'll follow this up again and try to have some more info at the next meeting.

Due to the current fridge having started leaking water over the floor we have decided to buy a new fridge. I thank Peter and Jody for making this decision and look forward to hopefully having it in place for the next VRC, this will help to improve the amenity of the kitchen and also to ensure that our cans stay cold.

Finally, I would like to ask all sub committees and anyone else having a meeting at VRC to please leave the tables and chairs set up as they are each month for VRC, if you use the main hall and have to move them then please put them back. This also goes for if you come in and someone else has moved them and left them out of place. A little effort goes a long way and it is extremely unfair that I have to travel down each month early morning on the day of VRC to set up the room. This is not only a waste of time but also a waste of my own finances when if everyone spent 10 minutes after each meeting tidying up there would be no need for this.

**4.6 Membership Team****David Toogood, Jesse Carter, Edwin Ryan****IT:****WEBSITES:**

The team has been very busy, with both the Mudbash and Baw Baw websites almost ready to be launched.

**CREWS LIST:**

The IT team maintains a master list of all Rover Crews in Victoria on behalf of VRC, and updates the Crew email address redirections and map locations accordingly. All changes should be directed via the relevant Region Exec to the VRC IT Officer ([it@vicrovers.com.au](mailto:it@vicrovers.com.au)). It is the responsibility of Region Execs to keep this information up to date. The information we record includes the crew's:

- Name
- Home Scout group
- Contact email addresses (we accept up to 3)
- Website address (if they have one)
- Meeting location

We don't record Crew Leader/contact person names.

**FILE SHARING**

The IT team is offering a centrally managed file sharing solution utilizing OneDrive, which is available to Region Execs, subcommittees and the VRC Office Bearers. This opt in solution offers these teams somewhere to store and collaborate on their files, but with access centrally managed by the IT team. The idea is to avoid some of the issues caused by poor (or non-existent) handovers after elections, so access can always be granted to the incoming office holders. To start using this file sharing solution, please email [it@vicrovers.com.au](mailto:it@vicrovers.com.au).

**4.7 Commissioner Group****Peter Wotherspoon, Greg Davies, Jason Thomson****A Big Thank You**

Thank you to everyone who was involved in the working bee at the Rover Centre last Sunday. The Rover Centre looks terrific. New paint, a giant clean up, new external sign and a fantastic mural on the back wall of the main hall! Well done. Additionally, the shed has been re-organised and unwanted material has been removed. A special thanks to Aaron as "Project Manager."

**VRC Chairman's Award and the State Commissioner's Award**

Nominations for the VRC Chairman's Award come from Rovers, while nominations for the State Commissioner's Award come from outside the Rovering community (e.g. group leaders etc). Applications close on the 30<sup>th</sup> of June – please direct any nominations for the Chairman's Award to Jasmine Dickson and the Commissioner's Award to Peter Wotherspoon.

**Membership and Funding Paper**

Attached to the agenda is a discussion paper which outlines proposed changes to the registration processes, the introduction of "payment by installments" of registration fees and the concept of a Rover levy which will potentially eliminate the need for appropriations. If endorsed, the proposals will lead to a significant change in some of our processes and funding arrangements. Please discuss this among your Regions and Crews this month with a view to discuss next meeting as to the where to from here. Next month a discussion around this paper will occur.

**5 Items for action by OB's, Region and Subcommittee Teams****5.1 Action Items from March**

Nil.

<b>6</b>	<b>Sub-Committee Reporting</b>	
<b>6.1</b>	<b>Mafeking Rover Park</b>	<b>Ashley De Kok</b>
There's not much to report this month, but we have a working bee coming up this weekend and it would be good to see new people there. Mafeking hosted Stradbroke over the Easter weekend, which ran successfully.		
<b>6.2</b>	<b>Surfmoot</b>	<b>Aaron Webb</b>
First of all my apologies for not being here tonight, unfortunately this meeting clashes with our own one. This month Angus Manning and I have been working on a draft budget to present to the committee and I have been busy working with various people on the team beginning the planning process for the 2019 event. All in all things are moving nicely and we will be presenting the budget for tabling at the May meeting.		
<b>6.3</b>	<b>Mudbash</b>	<b>Scott Gregory</b>
All systems go, tickets are now live on <a href="https://myevents.vicrovers.com.au">https://myevents.vicrovers.com.au</a> and an online store is up at <a href="http://www.merch.mudbash.com">www.merch.mudbash.com</a> with items for sale. Credit card payments will be accepted via PayPal.		
<b>6.4</b>	<b>Rover Scout Motorsport (RSM)</b>	<b>Jayden Barwick</b>
No report submitted.		
<b>6.5</b>	<b>Bogong Rover Chalet</b>	<b>David Nicholls</b>
No report submitted.		
<b>6.6</b>	<b>W.F. Waters Lodge</b>	<b>Jake O'Halloran</b>
Midweek bookings during winter are still available. We are having a working bee in 2 weeks time, with plenty of spaces still for people to attend. The Bunnerong Memorial ski weekend is a heavily discounted weekend in June for Scout troops – applications close on the 30 <sup>th</sup> of April. See the Facebook page for more details.		
<b>6.7</b>	<b>MARB</b>	<b>Kate Brockman</b>
Tickets are on sale now! The Facebook event is also now live – please invite all of your friends.		
<b>6.8</b>	<b>Rover Dinner</b>	<b>Kieron Younger</b>
The Rover Dinner budget for 2018 is being voted on tonight. Rover Dinner will be held at the Karralyka Centre in Ringwood. Scouts Victoria has been hiring the centre for more than 20 years, this gives us a better reputation with the function centre and no extra security costs will be needed. For reference the centre has a complimentary sound and audio system for us to use at no added cost to the budget. As I will explain the function hire cost is built into the food cost and regardless of attendance we still pay the \$65 per person for meals.		
<b>6.9</b>	<b>Yearbook</b>	<b>Tash Borg</b>
It's that time of year again! So here's your 2 month warning, that your yearbook reports are due at the <b>June VRC meeting</b> . If your event has already been completed, feel free to submit your report now. All requirements for reports are listed below. We also require 25 high-resolution photos with each report. Any questions can be directed to Tash - <a href="mailto:tash_borg@outlook.com">tash_borg@outlook.com</a> .		
<b>REGION REPORTS:</b> 200 words + 25 photos <ul style="list-style-type: none"> <li>• Committee members' names and titles.</li> </ul> <b>Membership heading:</b> <ul style="list-style-type: none"> <li>• The total number of rovers in their region</li> <li>• Whether this is more or less than previous years</li> <li>• How many crews are in the region</li> </ul> <b>Quality heading:</b>		

- Training: how many rovers you had complete training - there is a graph to support this
- Congratulations to anyone in your region who has achieved any service awards (completing BP's, getting wood badges, WF Waters etc.)

Participation heading:

- What has your region been involved in, which events? Did you host any events? Special program nights that you want to share.
- Brief thank you statement to all the rovers in the region for their ongoing support and commitment to rovers.

**SUB-COMMITTEE TEAMS:** 200 words + 25 photos

- Chairman name

Event Committees:

- What was the event?
- Where was the event?
- When was the event?
- Activities run at the event
- Number of participants
- Event highlights/awards
- Brief thank you to your committee

Asset Committees:

- What is your asset?
- Where is your asset?
- Events run from your asset
- Booking numbers
- Working bees
- Future direction over the next 12 months
- Brief thank you to your committee

## **7 Region Reporting**

### **7.1 Bays** **Jesse Carter**

Not much has happened this month, although we are now in our new home. We had another Region Chair come to visit, to see how things are run in Bays.

### **7.2 Gippsland** **Alex Kovacs**

Gippsland has been quiet this month, with lots of Rovers helping with works and services and entertainment at Corroboree.

### **7.3 Lerderderg** **Tom Frier**

For the April LRRC meeting we went to Strike for a social gathering where we had approximately 20 Rovers attend. It was a great evening and all that attended seemed to have a good time. Scotty and I attended a Region meeting where we had good discussions with Section leaders about what Rovers is and what Lerderderg can do to have a greater presence in the younger Sections. I would also like to say good luck to those applying for OBs positions.

### **7.4 Melbourne** **Michelle Saffin**

This month our main focus was encouraging Rovers and RAs to attend May Madness. Thanks to the extension for applications (the extra time has been great) it looks like Melbourne Region will have quite a few Rovers becoming basic trained! We have also found as part of this push that we have lots of Rovers planning to attend the non-residential course, which is very exciting! As part of our focus on developing

the Region, we were able to beta test our Rover cards for the first time at our Region gathering, which was received very positively, with some constructive criticism given to us as well. We have also started to have tough but necessary succession planning conversations within the executive and the wider Region – while the exec needs to plan, so do our Crews!

**7.5 Mount Dandenong****Madeline Ancill**

At our last Region gathering, 4 out of 5 Rovers that were selected to wear Centenary scarves were presented with them. Thanks to Dave for coming along. Our Crew visits have started and we will hopefully be getting to more Crews soon. We are still in the process of organising a Venturer and Rover gathering. Congratulations to all the Rovers who have signed up to attend Rover Basic and Advanced.

**7.6 Murray Midlands****Mark Damm**

Murray Midlands is very quiet, with Crews doing their own thing. At a recent Upper Murray District cub camp, local Rovers helped out.

**7.7 Plenty Valley****Edwin Ryan**

At Plenty Valley's April meeting we voted to establish Evans Rover Crew! Based in Oak Park, the Crew name has a long and distinguished history in the area. We're very excited to be supporting the enthusiastic young members that have formed our 16<sup>th</sup> Crew in the booming Moreland-Darebin District. At that meeting we also scarfed up our Rover Centenary ambassadors, and had VRC YPR Liaison Officer Ian Collins facilitate a comprehensive and reassuring session on what YPR is likely to mean for Rovers. Over Easter we had several Crews providing service at Stradbroke Cup and Hoadley Hide, with different Plenty Valley Crews winning the best stunt awards for each day of Hoadley Hide.

**7.8 South West****Angus Manning**

An unfortunately quiet month for South West, our Rovers 100 event had to be postponed with not enough numbers for our booking. However, we are having a working bee for our villa at Eumerella soon and have had some members step up to take initiative, this weekend. This should get us close to having repaired the place after an incident with vandals years ago.

**8 Other Reports****8.1 Olaves Report****Sam Ferris**

No report submitted.

**8.2 MPAC Report****Luke Critchley**

We are still waiting on final approval from the CFA for our final drawings. Another MPAC meeting should be occurring soon, and building will commence when the official building permit is received.

**9 Interstate, National and International Events and Contingents****9.1 Rovers 100****David Toogood**

This past month we have read and adjusted the budget as per the feedback we have been given. We have also created a calendar of some upcoming events this year and have also left some space blank for anyone who wishes to add some events in there. As well as some merchandise ideas, we have also gotten two banners for ROVERS100 that will be coming to all the events we attend. Please keep using the hashtags #ROVERS100 and #roversdostuff. The budget and calendar can both be found attached.

**9.2 YPR****Ian Collins**

Recently ran my first session for a Region at Plenty Valley, and I plan to get to Melbourne and Mt Dandenong in the next month, with a view to visit all of the Regions eventually. This information needs to be distributed to Rovers at the grassroots level, so that we are all aware of the changes that are coming. Please don't hesitate to get in contact if you have any questions.



**9.3 CBR Moot Victorian Contingent****Liam Miles**

Jason Thomson is the Contingent RA. Anyone is welcome to join the Contingent team – please get in contact if you're interested.

**9.4 Volunteering in Nepal****Greg Davies**

Do you want to be involved in the developing and funding of an international service project with real life benefits to young school people in Nepal? Do you want to go to Nepal and volunteer in a local village school as teacher/teacher's aide in either computer skills or English as a second language? Do you want the opportunity to stay in a local Nepalese village for three months and learn the culture?

This project will be introducing Australian Scouting members (Rovers and/or young leaders) as volunteers to the cultural experience of living and working in a Nepalese community village setting, whilst supporting the local economy and education system in a teaching/teaching aide role within the local village.

To date, the project team have been putting plans into action – looking at initially six Rovers as volunteers in 2019 (hopefully with more in future years); supplying funding for Scout uniforms for the Nepalese school students; and providing updated computer hardware facilities into the school classrooms.

We are looking for additional Rovers to join the team to continue the plans into a working project, including fundraising and other funding options, promotions and cultural awareness, communicating with our Nepalese contacts, and lots more.

Interested in finding out more? Please contact:

- Danny Vriens: [dvriens@bigpond.com](mailto:dvriens@bigpond.com)
- Greg Davies: [greg.fellowship@gmail.com](mailto:greg.fellowship@gmail.com)

**10 Tabled Items**

NIL.

**11 Items for the Information of the Victorian Rover Council****11.1 Nominations for VRC Office Bearer Positions**

Nominations for all VRC Office Bearer positions **close on Wednesday the 18<sup>th</sup> of April**. The Training Requirements are, any candidate for the position of:

- VRC Chairman,
- VRC Deputy Chairman,
- VRC Assistant Chairman, and
- VRC Training Officer

must have completed an Advanced Training course. Candidates for all other Office Bearer positions require a Basic Training course to have been completed. Rovers who do not meet training requirements for a position will not be eligible to be nominated for election.

Nominations for ALL positions close at the April VRC meeting. The position of VRC Chairman will be voted on at the April meeting, and all other positions will be elected at the May VRC meeting.

**Motion:** The position of VRC Chairman will be closed and voted upon tonight. All other positions will remain open for another week, to close at midnight on Wednesday the 25<sup>th</sup> of April, as April's VRC meeting has occurred one week earlier than usual.

Moved: Plenty Valley



Seconded: Melbourne  
**Passed.**

All applications should be submitted through the Google Form - [goo.gl/PLzGg7](https://goo.gl/PLzGg7).

## 11.2 Requirements for Child Safety and WHS Modules for All Adults in Scouting

**A reminder that all Rovers will be required in the coming months to re-complete the Child Safety and WHS modules online. Emails are not being sent anymore – please encourage your Rovers to go and check whether they need to renew.**

Scouts Australia as part of its ongoing commitment to create and maintain high standards of WHS and Child Safety has determined that training on mandated e-Learning modules will be considered current for only 3 years on the anniversary date of first completion. Adults are required to re-complete the “current” module(s) before the 3 year validity period expires.

### What you need to do?

When you get this email or login to e-Learning and see that the module(s) requiring renewal are highlighted and the launch button labeled “Renew” (rather than review). You will need to work your way through this module from start to finish, you will then be required to pass the post-test to be awarded the module. The reason you need to recomplete the whole module this time is because there have been significant updates to the content to reflect the changing trends of legislation and community expectations. Down the track it is expected that this renewal process will be simplified to a pre and post-test as the legislation becomes less fluid and embedded into the community.

### What happens if I don't renew?

If members do not meet their obligation to renew these modules your Branch/State will then activate its local policy to suspend the member from working with children and potentially terminate individuals memberships from Scouts Australia.

### Does everyone need to retest now?

No, but there will be a significant volume of members that will come up for the retest as it was three years ago that these modules were first released as compulsory modules. After this initial phase, the requirement for recompletion will even out.

### If I completed this module on the 30 November 2017 will I need to re-sit?

No, you will start receiving reminders to re-complete these modules 30 August 2020. There will soon be a bridging communication available online that bullet points the updates in the module for those wanting to up skill before the renew is due.

## 11.3 9<sup>th</sup> Asia-Pacific Regional Scout Youth Forum, Philippines 2018

Scouts Australia is offering one full scholarship to attend both the 9<sup>th</sup> Asia-Pacific Regional Scout Youth Forum and the 26<sup>th</sup> Asia-Pacific Regional Scout Conference to be held in the Philippines in October. The successful recipient must be a passionate Scouting member of Rover Scout age at the time of the event and have a willingness to actively contribute to the future direction of Scouting within the Asia-Pacific Region. The application form can be found attached. The closing date for applications is 5pm AEST on Friday 11<sup>th</sup> May 2018.

**12 Voting Items****12.1 Amendment to the VRC Standing Orders A.****Plenty Valley**

Clarification of Region Rover Community and Region Rover Council definitions:

Currently section III. e. of the VRC Standing Orders reads:

“e. A Region Rover Community is the governing body of the Region’s Rover Scouts and refers to any such body as it may be named in the future. The Region Rover Council represents the Region Rover Community.”

Plenty Valley interprets this section as defining two separate entities. We suggest that given these titles have often been used interchangeably in the past, their distinction be made clearer by separating these definitions into two separate sections. We propose section III. e. be replaced and section f. be inserted as below. We note that Regions are free to add to the definition of these entities in their constitutions or other governing documents.

“e. A Region Rover Community is the governing body of the Region’s Rover Scouts and refers to any such body as it may be named in the future.

f. The Region Rover Council represents the Region Rover Community.”

**Motion:** That the above amendment to section III. e. of the VRC Standing Orders be adopted for implementation.

Moved: Plenty Valley

Seconded: Bays

**Passed.**

**12.2 Amendment to the VRC Standing Orders B.****Plenty Valley**

Clarification of Preferential Voting:

Currently section 1.4.4.3 of the VRC Standing Orders reads:

“Voting shall be by secret ballot and where there are three or more candidates, preferential voting will be used. No candidate shall be elected without obtaining at least 50% of the vote.”

This paragraph doesn’t specify the type of preferential voting to be used – various systems are used throughout the world. It adds to the confusion by specifying candidates must obtain 50% of the vote – which suggests a non-preferential voting system. Plenty Valley suggests the type of preferential voting be clarified as instant runoff voting (which is used in lower house Australian Federal elections, amongst other places), and that the 50% requirement be removed. We propose section 1.4.4.3 be replaced as below:

“Voting shall be by secret ballot and where there are three or more candidates, instant runoff preferential voting will be used.”

**Motion:** That the above amendment to section 1.4.4.3 of the VRC Standing Orders be adopted for implementation.

Moved: Plenty Valley

Seconded: South West

**Passed.**

**12.3 Amendment to the VRC Standing Orders C.****Plenty Valley**

Clarification of Process to register swords with VRC:

Currently section 5.1.2 of the VRC Standing Orders reads:

“Rover Crews that acquire a sword are to register the sword with the Victorian Rover Council

through the relevant form and in line with the relevant policy.”

Plenty Valley believes this could be clearer, specifically clarifying that this section refers to a Rovers Victoria form, and which form that is. Unfamiliar readers may assume the form is a Scouts Victoria or Victorian Government form – which potentially could lead to Crew swords being improperly registered, resulting in a breach of law. We propose section 5.1.2 be replaced as below:

“Rover Crews that acquire a sword are to register the sword with the Victorian Rover Council through the relevant Rovers Victoria form “Crew Sword Information Sheet” and in line with the relevant policies as outlined on the Rovers Victoria website.”

**Motion:** That the above amendment to section 5.1.2 of the VRC Standing Orders be adopted for implementation.

Moved: Plenty Valley

Seconded: Bays

**Passed.**

#### 12.4 Moot100 Budget

Extensive discussion was had around the Moot100 Budget, as individuals did not receive any responses to the feedback they sent to the committee. Issues raised included:

- The entertainment budget is causing concern – a greater breakdown or list of inclusions will help ease concerns about the total amount budgeted for entertainment.
- Subcommittees that have been asked to run activities on the weekend are not currently getting service tickets – only the committee, first aid team, police scouters and CAS are currently receiving the discounted ticket.
- The disparity between the works and services budget when comparing Mudbash to Moot100 – these figures were given to the committee by Mafeking.
- Concern around the fact that no money has been included in the budget for marketing purposes.
- The wording in the budget that alludes to off-site and on-site activities, despite the fact that all activities for the weekend will be run onsite.
- The fact that the activities offered on the weekend will be the deciding factor for a lot of Rovers as to whether they go to Moot100 or not.
- The breakeven point appears to be different to the one included in the budget.

The committee commented that:

- Changes made to the budget included removing \$2000 for merchandise (which doesn't affect profits), adding \$1000 to the activities budget after receiving comments that believed it was too low, including a greater breakdown of spending, and that the number quoted for entertainment is accurate, and is expensive due to the fact that it is a long weekend.
- They did some research to determine the estimated number of participants, as this event has never occurred before.
- The WF Waters dinner is an event on the Saturday night for past WF Awardees. If less than the 100 attendees budgeted for show up, there will be no negative effect.
- There will be no difference in ticket price, regardless of the amount of time a participant spends onsite.
- They are currently unsure as to what exactly will be included in the participant packs.
- Regarding non-Scouting members and the opportunity to link with future Rovers through Moot100, it was decided for child protection reasons that underage Scouts cannot be

onsite, and that for insurance purposes, all attendees must be registered members of Scouting.

As a result of these concerns raised, a motion was made to remove the budget from the table this month, with the view to distribute a new version of the budget in the near future so that it can be voted on at the May VRC meeting.

Budget to be withdrawn from the table, with changes to be made before it is distributed and voted on at May's meeting.

Moved: Bays

Seconded: Plenty Valley

**Passed.**

## 12.5 Rover Dinner 2018 Budget

**Motion:** That the Rover Dinner budget for 2018 be adopted for implementation.

Moved: Mt Dandenong

Seconded: Plenty Valley

**Passed.**

## 13 Standing Items

### 13.1 Nominations for the Baden-Powell Scout Award

Regions

Kristen Langmaid, 4<sup>th</sup> Knox Rover Crew

### 13.2 Crew Names and Scarves

Regions

Evans Rover Crew – existing name and scarf, last existed in 1997.

### 13.3 Workplace Health & Safety Items

The back stairs at VRC are currently unsafe and therefore unusable – caution tape will be placed around them to ensure no one uses them until they can be properly fixed.

## 14 Nominations for VRC Positions

### 14.1 Nominations

Regions

Election of Chairman for the 2018-19 term:

Paul Byrnes – Chairman

Motioned: Plenty Valley

Seconded: Bays

**Nomination accepted.**

An exemption is sought for the 12 days that Paul will be 26 before his term as Chairman expires.

**Exemption granted.**

Scott Gregory – Chairman

Motioned: Melbourne

Seconded: Mt Dandenong

**Nomination accepted.**

Congratulations to Paul for being elected Chairman for the 2018-19 term.

Submitted through the Google Form, which closed at midnight on Wednesday 25<sup>th</sup> of April:

All of these nominations will be moved, seconded, accepted and any relevant exemptions sought, prior to elections at May's VRC.

- Jesse Carter – Deputy Chairman
- Ian Collins – Deputy Chairman
- Scott Gregory – Assistant Chairman
- Vicki McKinnon – Secretary
- Madeline Ancill – Membership Development
- Aaron Webb – Resources Officer
- Samuel Smith – BPSA Support Officer
- Michelle Saffin – Strategic Planning Officer
- Joshua Daniel – PR and Marketing Officer
- Kieron Younger – Programme Officer
- Jesse Carter – Training Officer
- Edwin Ryan – IT Officer
- Benjamin Grant – IT Officer

## 15 General Business

The Rover Blood Challenge will start on April 27<sup>th</sup>. Red Cross have local contacts for each Region if you want to make group bookings. Kieron will distribute this information to Region Chairs.

The deadline for May Madness Basic and Advanced applications have been extended until Friday 20<sup>th</sup> April – get your applications in now! A reminder that your tech skills (basic) and in-service (advanced) must be completed as well.

The potential for first aid training to be run over several nights for interested Rovers was discussed. If there is enough interest amongst Regions and Crews, discussions can be had with the First Aid team to potentially make this happen. Please advertise accordingly, and get in contact with Jake O'Halloran with interested numbers. Rovers would need to commit to attending every single one of the training nights.

Regi and Jesse presented quotes to replace the carpet at VRC. It was recommended that carpet tiles be used, as they have long wear and can be more easily replaced. The existing carpet and underlay will need to be ripped up, and although we can lay the carpet tiles ourselves, it was recommended that we get a professional quote to have the tiles laid for us, to ensure the job is done to a professional standard. The options shown to the room were:

1. 3 tile combo of red, black, grey. Estimated cost of \$3795 + GST
2. Black/grey blend tiles with pops of red. Estimated cost of \$3155 + GST
3. Black/grey blend only. Estimated cost of \$3135 + GST

Glue is not included in the price. The consensus on the proposal on the night was option 2.

The table requests an update on the Rover trailer (the Fishbowl) for next month.

**Closing Parade: Flag Down & Rover Prayer.**

**Meeting Closed at: 9.52pm**

# Centenary Moot

## 2018 Centenary Moot

Tickets		No. of tickets	
Presold	\$55.00	350	\$ 19,250.00
Service (Incl. Committee)	\$30.00	30	\$ 900.00

<b>W.F Dinner</b>			
W.F Waters Awardees Dinner			\$ 1,500.00

**Total \$ 21,650.00**

**Sub Total Income \$ 21,650.00**

### Expenses

#### Item

#### Site

Camping Fees	\$ 2,500.00
<b>Total</b>	<b>\$ 2,500.00</b>

#### Works & Services

Toilets and Showers	\$ 500.00
Garbage	\$ 200.00
<b>Total</b>	<b>\$ 700.00</b>

#### Power & Communications

Radio Communications	\$ 400.00
Lighting	\$ 600.00
<b>Total</b>	<b>\$ 1,000.00</b>

#### Activities

Offsite and Onsite Activities	\$ 1,160.00
<b>Total</b>	<b>\$ 1,160.00</b>

#### Entertainment

Band, DJ, Stage	\$ 10,000.00
<b>Total</b>	<b>\$ 10,000.00</b>

#### Insurance

Insurance Costs	\$ 2,000.00
<b>Total</b>	<b>\$ 2,000.00</b>

#### Misc

General Expenses	\$ 200.00
W.F. Waters Dinner (\$15 per head for 100 attendees)	\$ 1,500.00
<b>Total</b>	<b>\$ 1,700.00</b>

#### Participant Costs

Participant Pack	\$ 1,000.00
<b>Total</b>	<b>\$ 1,000.00</b>

**Sub Total Dep. Expense \$ 20,060.00**

### Final Surplus / Loss

<b>Total Income</b>	<b>\$ 21,650.00</b>
<b>Total Expenses</b>	<b>\$ 20,060.00</b>
<b>Total Profit/Loss</b>	<b>\$ 1,590.00</b>

THE BREAK EVEN POINT FOR THIS EVENT IS 337 TICKETS

## Rover Dinner 2018 Budget

	200 people	180 people
Expenses		
Food & Venue (\$65.00 p/p)	\$ 13,000.00	\$ 11,700.00
VRC Appropriations (\$500.00)	\$ 500.00	\$ 500.00
Miscellaneous (\$100.00)	\$ 100.00	\$ 100.00
<b>TOTAL EXPENSES</b>	<b>\$ 13,600.00</b>	<b>\$ 12,300.00</b>
Divided by respective number persons	\$ 68.00	\$ 68.33
Revenues		
Tickets (\$70.00)	\$ 14,000.00	\$ 12,600.00
Miscellaneous (Donations/ Interest)	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 14,500.00</b>	<b>\$ 13,100.00</b>
<b>Overall Profit/ Loss</b>	<b>\$ 900.00</b>	<b>\$ 800.00</b>





## VICTORIAN ROVER COUNCIL

### ROVERS VICTORIA MEMBERSHIP & FUNDING DISCUSSION PAPER

#### INTRODUCTION

This paper details a proposal to amend certain arrangements relating to the Victorian Rover Scout Section and encompasses proposed changes to:

- registration of Rovers in relation to Scout groups,
- collection of Branch fees on an instalment basis,
- and
- the introduction of a Rover Levy.

It is hoped that these changes, if implemented, will redress several of the growing concerns of the Victorian Rover Scout Section in relation to access to events, the financial burden of paying registration fees on an annual basis, the ticket price for events and a disconnect from Region Rover Communities.

#### KEY POINTS

- All Youth Members with the classification of Rover Scout be registered to the Victorian Rover Council (District), Region Rover Community into which their crew currently falls (Group) and Crew (Section) within Scouts Victoria Membership system, known as Extranet.
- The Victorian Rover Council collects the registration fee on a quarterly basis for all registered Rover Scouts, over the financial year prior to payment to Scouts Victoria, thus directly managing registration of Rovers, with input from Region Rover community executives.
- The Victorian Rover Council introduce a Rover levy applicable to all registered Rovers, Rover Advisors, and Commissioners, payable quarterly in conjunction with the collection of the registration fees, pro rata.
- Crew Leaders take responsibility for the registration of their new Rovers with support from Region Rover Communities, to process A1s from the crew level to the Branch Office.
- The VRC create a "Lone Rover Crew" for Rovers unable to be registered with a local Rover Crew for a variety of reasons.

#### A BACKGROUND

##### 1. Registrations

For some time now, the cost of Scout registrations payable in full at 30 June each year has created a substantial financial burden for Rovers, particularly as this comes a few weeks after one of the major events – Mudbash. This situation will be exacerbated somewhat from the year onward as the registration fee is increased to cover insurance premiums (although there should be a concomitant reduction in Group fees as this money was previously collected by Groups for on-forwarding to Branch).

## 2. *Appropriations*

Additionally, the cost of paying the levy to the National Rover Council (NRC) and the operation of the Victorian Rover Council (VRC) is paid through appropriations levied on each of the activities and assets each year.

This presents a disproportionate impost on those Rovers who attend these events, currently some 500 to each of Surfmoor and Mudbash and approximately 200 to MARB and Rover Dinner.

## **B DISCUSSION**

### ***Registrations***

#### **i) Extranet**

Currently within Victoria, all Rovers are listed on Extranet either as Rovers as their primary appointment, or in cases where they are also leaders, their primary appointment is leader and Rover becomes a secondary appointment.

In order to facilitate the other changes proposed later in this paper, it will be necessary to record Rover registrations differently from that which currently obtains.

It is suggested, therefore, that within Scouts Victoria Membership Database, Rover classifications be registered under the following management system Crew (Section), Region Rover Community (Group) Victorian Rover Council (District). The primary purpose of this proposal is to separate Rovers from Group registration fee invoices generated by Branch. The secondary purpose is to give the respective Rover Office Bearers at all three levels – Crew/Region/State – autonomy over the registrations of their respective Rovers and further enshrine the values of the Rover Section as being self-sufficient.

Where a Rover Crew has strong links to a Scout Group, by way of shared facilities, the individual Rovers, on their membership record, would be listed as a secondary appointment into the Rover Section of the Group. No Rover, however, will have their Rover classification listed with any Group outside of the Victorian Rover Council District within extranet.

In the instances where a young adult had the classification of Leader and Rover, the Rover classification would only exist within the outlined Rover Group/District, where the Leader classification would remain unchanged within the current Branch structure for formations. This would still remain their primary registration and thus would be charged the Leader rate for registration fees, which, as is customary, would be paid by the Group annually.

In certain circumstances, some Rovers are not attached to specific Crews. In order to overcome this situation, "Lone Rover Crew" (Section) could be created and directly registered to the VRC (District) and managed by the responsible Office Bearer. This would apply until their circumstances permit otherwise.

#### **ii) Registration of Rover Scouts**

Under this proposal, the Crew Leader is to have the primary responsibility for the registration of new Rovers to their Crews, in place of the Group Leader as is current practice. This involves ensuring that the A1 form is completed correctly, along with provision of a valid Working With Children Check immediately. The A1 would be passed to the Region Rover Chair for signing, then on to the Branch Office for registration. The new Rover would then be able to complete the mandatory ELearning modules

#### **iii) Registration Fees**

In order to make the registration fees 'more affordable', it is proposed that all Rovers will move to a system of quarterly payments. This will spread the financial burden over four equal instalments in September, December, March and June.

It is further proposed that the VRC would oversee the collection of the registration fee, on a pro rata basis over the course of the year prior to the year that the fee covers. This fee is to be collected on a quarterly basis by the VRC and held until payment for all Rovers whose primary appointment is registered within the district is due to Scouts Victoria (June 30).

A move to a “payment by instalments” arrangement may also assist those Venturers moving to Rovers, particularly if the proposed age changes are introduced whereby Venturers remain in their Section until the completion of Year 12, irrespective of age (if over 18).

#### **iv) Venturers**

Not only would this proposal affect Venturers transferring to Rovers, it may be a significant contributor to arresting the haemorrhaging of Venturers transitioning to Rovers by making the progression more affordable.

Any action that reduces the loss of Venturers eligible to progress to Rovers has to be positive. Even if there is only a reduction of 5% in the numbers lost, this will impact substantially on numbers.

In order for this arrangement to work, Venturers who link after they turn 18 would, in addition to completing all other requirements for Rover membership, be required to pay in advance the full annual pro rata registration fee and levy.

#### **v) Victorian Rover Levies**

It is also proposed that the Victorian Rover Council, in conjunction with the collection of pro rata registration fees on a quarterly basis, shall also collect a Rover Levy from every Rover whose Primary or Secondary Classification is registered with the Rover Council District (thus including Young Adults who are registered with classification of both Leader and Rover). This then becomes the primary source of income of the Victorian Rover Council to fund its projects, operations, and contributions to the National Rover Council of Australia, thus lowering appropriations collected from sub-committees of the VRC.

If it is accepted, for the purpose of this paper, that current Victorian Rover numbers are 1350, a \$20 per Rover per annum (\$5/quarter) levy would produce \$27,000 annually. This equates to the current level of appropriations levied on each of our activities and assets and would provide for an equitable contribution across the whole Rover population – not just those who attend events.

The introduction of such a levy would also have the effect of lowering ticket prices to all events. If Mudbash is used as an example, and we say that 600 people attend each year, eliminating the current \$6000 appropriation would reduce ticket prices by \$10/head. Whilst to some this may not seem significant, to many it may lead to more Rovers participating in such events, which would lead to a further reduction in ticket prices, and so on.

Another option to consider is that the event/asset retains a proportion of what is now the appropriation and this is used for further development.

#### **vi) Implementation**

To minimise disruption, registration fees would be paid as per current arrangements on 30 June 2018. This payment would cover the Rover Scout's membership for the period July 1 2018 to 30 June 2019. Immediately following Census, 2018, restructure of the Rover section in extranet would take place, direct debit forms (if that is the method to be used) would be distributed to every currently registered Victorian Rover Scout to complete and return by 1 September, with the first quarterly deduction of pro rata registration and Rover levy for the 2019 – 2020 year to take place on 25 September. Young adults with solely the Rover classification would have the quarterly rate of the Youth pro rata registration fee and the quarterly rate of the Rover levy deducted, where Rovers who are Leaders, RAs and Commissioners would have only the quarterly rate of the Rover

levy deducted. The Victorian Rover Council would manage all funds collected, adjust their budgets accordingly and direct Subcommittees to do likewise.

In order for this proposal to operate effectively, and provide the most benefits to Rovers, and the Branch in general, the quarterly payments would be made by direct debit to a Rover's bank or credit card account every three months and credited to a separate VRC account.

In order to stop payments, the Rover Scout would have to give an indication through the channel of communication Crew – Region – Branch that they wish to be deregistered and payments stopped from withdrawing from their account before the registration fee is due on 30 June, thus not leaving the VRC at a financial disadvantage. The only other method a Rover could take to stop the automatic deduction from their account would be to directly contact their bank, and request that payments be stopped, which would flag in any direct debit system.

## **INTERSTATE EXPERIENCE**

It is interesting to note that other States operate a levy system and, in one case, an instalment program. Details are :

**Rover levies** – currently the Victorian Rover Council is the only State not to charge its Rovers a sectional levy at a State level. Rover levies vary from State to State, with the most expensive being SA at \$39 and the cheapest being WA, NT and Qld who pass on the NRC levy of roughly \$5.30pa. NSW, who are comparable in size to Victoria, charge approximately \$12pa.

**Quarterly Payment** of the pro rata registration fee currently takes place in NSW and is administered by the Branch office for all youth members.

**Registration of Rovers within a Rover District** – currently used in SA. Rover Crews are no longer registered to a Group. SA Crew Leaders are highly effective at administering their membership as they are afforded the role and responsibility of a Group Leader in more than a tokenistic sense.

## **RECOMMENDATIONS**

It is recommended that

1. VRC endorse the concept of payment of registration fees “by instalment” of four quarterly pro rata payments.
2. VRC endorse the introduction of an annual levy on all Rovers, Rover Advisors and Section Commissioners.
3. The levy, if accepted, be set at \$20 per annum (\$5 per quarter) and be reviewed on an annual basis, prior to 30 June.
4. All Rovers and Rover Advisors are registered through Regions by Crew.
5. If accepted, the proposed changes be negotiated with the relevant Branch personnel.
6. An implementation team be formed to undertake the necessary work involved.
7. A position of “Registration Officer” be created and form part of the Office Bearers team.

Peter Wotherspoon

Andrew Hilditch

**These duty statements are reflective of the positions as envisioned by the current Office Bearer group and are not reflective of the official duty statements as adopted by the VRC.**

## **DUTY STATEMENT FOR CHAIRMAN**

### **ELIGIBILITY**

1. The position of VRC. Chairman shall only be open to current invested Rovers.
2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
3. Nominees must have at least 12 months experience serving on the VRC and preferably have 12 months experience as an Office Bearer.
4. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. The Chairman will be responsible for Chairing the monthly meeting of the VRC and the VRC Office Bearers, ensuring that the VRC functions smoothly and effectively, and should ensure that required actions are followed up.
2. The Chairman is responsible for working with the Office Bearers to ensure they are able to perform their roles successfully.
3. Organise and chair Office Bearer meetings and weekends as necessary
4. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairman
5. Ensure that the VRC is represented on other bodies and councils as appropriate.
6. Carry out the recommendations and policies of the VRC
7. The Chairman may sit on all VRC sub committees in an ex-officio capacity.
8. The Chairman has the right to make decisions on behalf of the VRC as circumstances dictate, but these decisions should be notified to the VRC and ratified at the first opportunity.
9. The Chairman will produce an Annual Report by 30th June detailing the work done which is relevant to these duties.
10. The Chairman will fill the honorary position of Immediate Past Chairman for a period of three months after leaving Office.

### **NOTES**

1. The election of these positions will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.
2. The Chairman can appoint the VRC Deputy/Assistant Chairman as his/her proxy to meetings without VRC approval. VRC approval is required, where time permits, for the appointment of any other proxy.
3. The Chairman shall not cast a deliberative vote at meetings, but may exercise a casting vote where there is a tied vote on the floor of the meeting.
4. The current delegation of the Office Bearer small groups is as follows:
  - a. Quality - Chairman, NRC Director, Training, Strategic Plan, Secretary
  - b. Membership - Deputy Chairman, Marketing, Communications, Vis Communications, IT
  - c. Participation - Assistant Chairman, Resources, BPSA, Program

## **DUTY STATEMENT OF DEPUTY CHAIRMAN**

### **ELIGIBILITY**

1. The position of VRC. Deputy Chairman shall only be open to current invested Rovers.
2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
3. Nominees must have at least 12 months experience serving on the VRC
4. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES OF THE VRC DEPUTY CHAIRMAN**

1. The Deputy Chairman is responsible for supporting and working with Region Teams
2. Organise and chair Region Chairman meetings/workshops as necessary
3. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairman
4. Chair the monthly meeting of the VRC in the absence of the Chairman.
5. Act as proxy for the VRC Chairman as requested or appointed.
6. Carry out duties as requested by the VRC Chairman, or by the VRC
7. Ensure that the annual "away" VRC meetings are organised and promoted.
8. Attend both VRC and VRC Office Bearer's meetings.
9. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

### **NOTES**

1. The election of these positions will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders
2. The current delegation of the Office Bearer small groups is as follows:
  - a. Quality - Chairman, NRC Director, Training, Strategic Plan, Secretary
  - b. Membership - Deputy Chairman, Marketing, Communications, Vis Communications, IT
  - c. Participation - Assistant Chairman, Resources, BPSA, Program

## **DUTY STATEMENT OF ASSISTANT CHAIRMAN**

### **ELIGIBILITY**

5. The position of VRC Assistant Chairman shall only be open to current invested Rovers.
6. Nominees must be eligible to remain a current invested Rover for the duration of the term.
7. Nominees must have at least 12 months experience serving on the VRC
8. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES OF THE VRC ASSISTANT CHAIRMAN**

1. The Assistant Chairman is responsible for supporting and working with Activity & Event Teams
2. Organise and chair Sub-Committee Chairman meetings/workshops as necessary
3. Within the Office Bearers group lead a small team of Office Bearers as delegated with the other Chairman
4. Act as proxy for the VRC Chairman as requested or appointed.
5. Carry out duties as requested by the VRC Chairman, or by the VRC
6. Attend both VRC and VRC Office Bearer's meetings.
7. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

### **NOTES**

3. The election of these positions will be conducted following the rules and procedures set out in the Victorian Rover Council Standing Orders
4. The current delegation of the Office Bearer small groups is as follows:
  - a. Quality - Chairman, NRC Director, Training, Strategic Plan, Secretary
  - b. Membership - Deputy Chairman, Marketing, Communications, Vis Communications, IT
  - c. Participation - Assistant Chairman, Resources, BPSA, Program



## **DUTY STATEMENT OF SECRETARY**

### **ELIGIBILITY**

1. The position of VRC Secretary shall only be open to current invested Rovers.
2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
3. Nominees must be have suitable IT skills
4. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. Attend the monthly VRC meetings and take the minutes and produce the agenda.
2. Attend the monthly VRC Office Bearers meetings and weekends and take the minutes.
3. Attend Risk Management Meetings to take the minutes
4. Attend any other meetings as requested
5. Oversee updates made to the Crew Resource Folders
6. Produce, or assist in producing, letters required by the Office Bearers or VRC Advisors.
7. Attend both VRC and VRC Office Bearer's meetings.
8. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

### **NOTES**

The election of the VRC Minutes Secretary will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF TRAINING OFFICER**

### **ELIGIBILITY**

1. The position of VRC Training Officer shall only be open to current invested Rovers.
2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
4. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. Ensure that the concepts and benefits of Rover training are promoted widely
2. Encourage Rovers to take an active interest in the development and running of Rover Training Courses.
3. Lead and manage the Rover Training Support Team and ensure proper succession planning for the Rover Training Support Team.
4. Chair the meetings of the Rover Training Support Team
5. With the Rover Training Support Team ensure sufficient Rover Training courses are run each year
6. Ensure that additional Training Courses are developed and organised as and when necessary.
7. Promote specific Training Courses.
8. Assist with the running of the VicRovers Induction
9. Ensure that the content, format, and presentation of Training Courses available to Rovers are periodically reviewed.
10. Attend VRC and VRC Office Bearer meetings, producing agenda items relating to these duties.
11. Monitor feedback from all Rover Training Courses.
12. Ensure the Rover section is represented at the State Training Team meetings
13. Ensure that Rover Training is delivered by Rovers as well as Rover Advisors.
14. Produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

### **NOTES**

The election of the VRC Training Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF PROGRAM OFFICER**

### **QUALIFICATIONS**

5. The position of VRC Program Officer shall only be open to current invested Rovers.
6. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
7. Nominees must be eligible to remain a current invested Rover for the duration of the term.
8. Have relevant training or knowledge in various aspects of the Rover Program.
9. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. The Program Officer is responsible to the VRC for encouraging participation in a diverse Rover program. Specifically, this will involve:
  - Encourage Rover participation in WOSM Creating a Better World Framework. (Messengers of peace, Scouts of the World Award etc.)
  - Be a point of contact for information about Programing opportunities for Rovers, Crews and Regions.
  - Liaise with the State Adventurous Activity Council, reporting relevant items to the VRC and to the VRC Office Bearers.
2. Promote Programing opportunities locally, nationally and internationally.
3. Promote other training and social activities open to rovers both external and internal to scouting.
4. The Program Officer is responsible for driving the environmental sustainability of Victorian Rovers. Specifically, this will involve:
  - Developing and implementing projects to improve the sustainability of Rovers
  - Working with the sub-committees and assets to assist them to develop and implement Environmental Action Plans.
  - Coordinate, promote and run events such as EnviRoVent
5. Represent the Rover Section at meetings of the State Program meeting, reporting relevant items to the VRC and to the VRC Office Bearers.
6. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

### **NOTES**

The election of the VRC Program Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF MEMBERSHIP DEVELOPMENT OFFICER**

### **ELIGIBILITY**

1. The position shall be open only to current invested Rovers who are eligible to remain a current invested Rover for the duration of the term.
2. Nominees for the position should be experienced Rovers with an understanding of the way that both the Venturer Scout and Rover Scout sections operate, at both a local and state level.
3. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

The VRC Membership Development Officer is responsible for the coordination of activities which contribute to the recruitment and retention of Rovers within Victoria.

Specifically, the VRC Membership Development Officer should:

1. Develop high-level recruitment and retention strategies for various audiences, including:
  - a. Members of youth sections (particularly Venturer Scouts);
  - b. Young Leaders who are not also Rover Scouts; and
  - c. Young people that are not current members of Scouting.
2. Lead practical initiatives which support the recruitment and retention of members by:
  - a. Providing information, support, and resources that enable recruitment and retention at the Crew and Region level; and
  - b. Developing programs, activities, and events which contribute to recruitment and retention at a State level.
3. Be the primary link between the Venturer Scout Section and the Rover Scout Section by:
  - a. Serving as a member of the Victorian Venturer Council; and
  - b. Ensuring that the Rover Scout Section is represented on relevant Venturer Scout committees and organising teams (including major events such as Anything Goes, Hoadley Hide, Victorian Gathering, etc.)
4. Participate as an active and engaged member of the Victorian Rover Council Office Bearer team by:
  - a. Attending Victorian Rover Council and VRC Office Bearer meetings, and producing relevant agenda items and reports, etc; and
  - b. Producing an Annual Report by 30 June detailing the work done over the course of the previous year which is relevant to these duties.

### **NOTES**

The election of the VRC Membership Development Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## DUTY STATEMENT OF PR AND MARKETING OFFICER

### ELIGIBILITY

1. The position shall be open only to current invested Rovers who are eligible to remain a current invested Rover for the duration of the term.
2. Nominees for the position should have relevant skills, and be experienced Rovers with an understanding of the way that the Rover Scout section operates at both a local and state level.
3. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### DUTIES AND RESPONSIBILITIES

The VRC PR and Marketing Officer is responsible for internal and external marketing and communications regarding the Rover Scout section in Victoria.

Specifically, the VRC PR and Marketing Officer should:

1. Contribute to a well-informed Rover Scout section in Victoria by:
  - a. Administering relevant social media channels and the weekly e-newsletter; and
  - b. Assisting Rover subcommittees and events to develop relevant marketing and communications materials.
2. Create consistency in marketing and communications messages at a state and national level by:
  - a. Representing the Rover Scout section at State-level marketing meetings; and
  - b. Representing Victoria in the NRC Marketing and PR Working Group and establishing consistency between NRC marketing objectives and our own.
3. Managing the promotion of Rovering within Scouting and the wider community by:
  - a. Ensuring the Rover section is represented in *Australian Scout* magazine, including by producing content and acting as a reference point for other Rovers who may contribute;
  - b. Arranging for the production of relevant marketing and communication materials, and
  - c. Supporting Crews to engage in positive public relations by providing resources, templates and guidelines.
4. Lead and participate in the work of the Marketing Team by:
  - a. Developing the strategic marketing and communications direction of the Rover Scout section in Victoria; and
  - b. Working with the Membership Development Officer, IT Officer, and Deputy Chair to coordinate and manage cross-portfolio project teams; and
  - c. Recruiting additional non-voting members with relevant skills and experience as required.
5. Participate as an active and engaged member of the Victorian Rover Council Office Bearer team by:
  - a. Attending Victorian Rover Council and VRC Office Bearer meetings, and producing relevant agenda items and reports, etc; and
  - b. Producing an Annual Report by 30 June detailing the work done over the course of the previous year which is relevant to these duties.

### NOTES

The election of the VRC Marketing and Communications Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF VISUAL COMMUNICATIONS OFFICER**

### **ELIGIBILITY**

1. The position of VRC Visual Communications Officer shall only be open to current invested Rovers.
2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
4. Nominees should have relevant skills in visual communications (i.e. photography, videography, visual design, video production, photoshop)
5. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. The VRC Visual Communications Officer is responsible for capturing and displaying Rovering through visual manners (photography, videos, infographics etc.)
2. The VRC Visual Communications Officer should work closely with the Marketing Officer & Communications Officer
3. The VRC Communications Officer will develop visual content for events such as Rover Dinner and State ARAP, Facebook posts, marketing posters and any other marketing opportunities.
4. Assist in the production of the Annual Rover Yearbook
5. Attend both VRC and VRC Office Bearer's meetings.
6. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

### **NOTES**

The election of the VRC Visual Communications Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF RESOURCES OFFICER**

### **ELIGIBILITY**

6. The position of VRC Resources Officer shall only be open to current invested Rovers.
7. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
8. Nominees must be eligible to remain a current invested Rover for the duration of the term.
9. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. The Resources Officer is responsible for the upkeep and maintenance of the Victorian Rover Centre
2. Organise and coordinate regular working bees to ensure regular maintenance of the Rover Centre
3. Organise and coordinate repairs or works needing to be done at the Rover Centre
4. Organise and manage Rover section resources so that they are available to be utilised by Rover Crews and Regions for their regular programs
5. Work with the State Quart Master to ensure Rover Crews have access to the necessary resources to be able to run great programs and activities
6. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

### **NOTES**

The election of the VRC Resources Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.



## **DUTY STATEMENT OF INFORMATION TECHNOLOGY OFFICER**

### **ELIGIBILITY**

1. The position of VRC Information Technology Officer shall only be open to current invested Rovers.
2. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
3. Nominees must be eligible to remain a current invested Rover for the duration of the term.
4. Must have relevant education or experience in IT.
5. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. Manage the VicRovers websites, the Rover email system, the Rover Centre IT infrastructure and Rover event ticketing system.
2. To work with the Marketing Officer, Communications Officer & Visual Communications Officer keep a well maintained web page that shows the view of the VRC
3. Liaise with all VRC sub-committees so as to keep their web pages up to date and within the VicRovers webpage format.
4. Liaise with all VRC sub-committees to support IT infrastructure at major events.
5. Act as a reference point, and give guidance to any Rover wishing to put information on to the internet.
6. Attend VRC and VRC Office Bearers meetings.
7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

### **NOTES**

The election of the VRC Information Technology Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF NRC DIRECTOR**

### **ELIGIBILITY**

1. These positions of the VRC shall only be open to current invested Rovers.
2. Nominees must be eligible to remain a current invested Rover for the duration of the term.
3. Nominees must have at least 12 months experience serving on the VRC
4. Nominees must be able and willing to travel as part of this role
5. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

Note: Holding this position does not preclude holding another position at the VRC, however it is preferable to have a stand-alone appointee.

### **DUTIES AND RESPONSIBILITIES OF THE VICTORIAN NRC DIRECTOR**

1. The Victorian NRC Director will be responsible for keeping the VRC up-to-date with relevant changes and decisions that may influence Victorian Rovers
2. The Victorian NRC Director will assist the VRC Chairman to represent Victoria at NRC meetings throughout the year
3. The Victorian NRC Director will assist the running of the NRC by taking on a project or area to manage for the duration of their time in office
4. The Victoria NRC Director will lead the process of consulting for and drafting of papers from the VRC to be presented at NRC
5. Attend both VRC and VRC Office Bearer's meetings.
6. The NRC Director will produce an Annual Report by 30th June detailing the work done which is relevant to these duties.

### **NOTES**

The election of these positions will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## **DUTY STATEMENT OF BPSA SUPPORT OFFICER**

### **ELIGIBILITY**

1. Appointment to the BPSA Support Team is a three year appointment, which can be continued after the Rover has turned 26.
2. The position of VRC BPSA Support Team Leader is a one year appointment and shall only be open to current invested Rovers.
3. Nominees for the position must be experienced Rovers with an understanding and feeling for the way Rovers operate, not just in their own Crew or Region, but on a broad base.
4. Nominees for the position must be experienced in the BP Award and have been members of their Region or the State BPSA Support Teams
5. Nominees must have completed the Training Requirements for the relevant position as stated in Policy: "T-4-0 Training Requirements for Positions"

### **DUTIES AND RESPONSIBILITIES**

1. BPSA Support Team Leader is responsible for managing the Victorian BPSA Support Team
2. Organising regular training and development for the Region BPSA Support Teams
3. Managing the accreditation of members who have completed this training and are eligible to be members of Region BPSA Support Teams
4. Promote the BPSA Award to Victorian Rovers
5. Be a point of contact for queries relating to the BPSA
6. Attend VRC and VRC Office Bearer meetings producing relevant agenda items, reports, etc.
7. Produce an Annual Report by 30th June detailing the work done over the previous twelve months.

### **NOTES**

The election of the VRC BPSA Support Officer will be conducted following the rules and procedures as set out in the Victorian Rover Council Standing Orders.

## CURRENT CALENDAR

*June*

☐ Mudbash: 8-11 Jun 18 @ Mafeking Rover Park

☐ \_\_\_\_\_

*July*

☐ \_\_\_\_\_

☐ \_\_\_\_\_

*August*

☐ World Scout Day Dinner: 1 Aug 18

☐ \_\_\_\_\_

*September*

☐ MARB: 22 Sep 18 @ Springvale Town Hall

☐ Moot100: 28-30 Sep 18 @ Mafeking Rover Park

☐ \_\_\_\_\_

*October*

☐ Rover Dinner: 27 Oct 18 @ The Carolica Centre, Ringwood

☐ \_\_\_\_\_

*November*

☐ \_\_\_\_\_

☐ \_\_\_\_\_

*December*

☐ Mafeking Rover Christmas Party: Dec 18

☐ \_\_\_\_\_



# 9th Asia-Pacific Regional Scout Youth Forum, Philippines 2018

Scouts Australia is offering one full scholarship to attend both the 9th Asia-Pacific Regional Scout Youth Forum and 26th Asia-Pacific Regional Scout Conference to be held in the Philippines in October.

The successful recipient must be a passionate Scouting member of Rover Scout age at the time of the event and have a willingness to actively contribute to the future direction of Scouting within the Asia-Pacific Region.

Applications are accepted by completing the online form advertised on the following pages.

Closing date for applications is 5PM AEST on Friday 11 May 2018.

All applications will be reviewed by a selection panel. All applicants will be notified of the result before the end of May 2018.



# **SCHOLARSHIP APPLICATION**

## **9TH ASIA-PACIFIC REGIONAL SCOUT YOUTH FORUM 2018**

Scouts Australia is offering one full scholarship to attend the 9th Asia-Pacific Regional Scout Youth Forum, to be held in the Philippines, 10 – 13 October 2018.

The Asia-Pacific Regional Scout Youth Forum is a gathering of youth members from National Scout Organizations within our Region who come together to discuss Scouting and its future. The forum allows young people to make recommendations on the direction of Scouting to the Asia-Pacific Regional Scout Conference. The forum is also an educational experience for those selected to attend, as they develop the skills necessary to strengthen their capacity to take part in decision-making processes in their home Scout associations. More information on the Forum is available at: <https://www.facebook.com/9APRScoutYouthForum/>

In addition to the Asia-Pacific Regional Scout Youth Forum, the successful recipient is invited to remain in the Philippines and represent Australia as a Delegate at the 26th Asia-Pacific Regional Scout Conference, 15 - 20 October 2018.

The scholarship covers return airfares, registration fees, as well as all food, accommodation, and inland transport for the duration of the event, but excludes personal expenditure (including passport).

Scouts Australia is now accepting applications for this scholarship. Applicants must meet the following selection criteria:

- Scouts Australia member born between 20 October 1992 and 10 October 2000
- An outstanding ambassador of Scouts Australia that promotes the Movement as one that engages the community and looks to the future.
- Representative of a wide range of Scouting experiences that highlights the diversity of the movement.
- An effective communicator and strong advocate who is able to network and build strong relationships with other National Scout Organizations.
- Available for the duration of the Asia-Pacific Regional Scout Youth Forum.

Scouts Australia operates a merit based selection process where applicants are required to establish their claims against the selection criteria above in response to the questions on the application form, and in a one page CV. If you do not directly write about the selection criteria, or do not provide evidence for the claims you are making, then your application will be at a disadvantage. The referees you nominate must be able to back up your claims against the criteria. Applications must not exceed the 500 word limit per written criteria, and one page CV limit. Please also include a recent photo in Scout uniform.

Applicants must complete the online application form, including a one page CV and photo no later than 5PM AEST on Friday 11 May 2018.

Yours in Scouting,

Aaron Wardle  
International Commissioner  
Scouts Australia  
+61 418 365 664  
[int.comm@scouts.com.au](mailto:int.comm@scouts.com.au)





## Applicant Details, Selection Criteria & Referees (ONLINE)

Your application is submitted online through the following link:

**APPLY NOW: <https://form.jotform.co/81021539421851>**

Note: applications must be completed and submitted in one go, they cannot be saved and completed in stages so prepare all the documents and responses before starting the online form.

Please submit completed applications no later than 5PM AEST on Friday 11 May 2018.

The online form contains the following sections:

### Applicant Details

The application form requires some of your basic contact details and allows you to detail your experiences and roles in Scouting and any experiences in the country/region where the forum will be held.

### Selection Criteria

The key selection criteria are:

1. Why are you an outstanding ambassador for Scouts Australia that promotes the movement as one that engages the community and looks to the future? Ability to liaise effectively with Scouts Australia, State and Territory Branches, International Scouting organisations and non scouting organisations.
2. Tell us about your Scouting background and history. Why are you representative of a wide range of Scouting experiences?
3. Provide evidence for your strong communication and advocacy skills. How would you build relationships with other National Scout Organizations at the Forum?
4. What experiences do you hope to gain from attending the Youth Forum? What challenges do you envisage, if any, will be involved with travelling to the Philippines?

### Referees

Please provide 2 referees and their contact details.

### Attachments

Participants are required to upload a one page CV and a recent photo in Scout uniform.







# ROVER TRAINING PROCESS

## *Basic Training Overview*

Membership requirements met

Tech skills

e-Learning  
common core

e-Learning  
Rovers

ROVER BASIC PRACTICAL COURSE

e-Learning bush walking

basic  
bushwalking  
course

OR

Recognition  
of proficiency  
process

Reception of Gilwell Woggle  
For R.A.'s: Certificate of Adult Leadership

Rover in-service



# ROVER TRAINING PROCESS

## *Advanced Training Overview*

Advanced  
e-Learning  
common core

Advanced  
e-Learning  
for Rovers

### ROVER ADVANCED PRACTICAL COURSE

*a minimum of six months after Basic Training has been completed*

Propose Wood Badge project on course

Complete 10 hour  
Wood Badge project

Local assessment over four months

Reception of Rover Wood Badge

Further development opportunities:

- Adventurous Activities (instructor or guide)
- Axe and Log