

cannot attend in person, let me know – I can set it up for you. All you need to do is download the Zoom software so I can make you a host.

Congratulations to those elected to the Surfmoot committee, I wish you all the best and look forward to working with you even if it is just for a little bit.

Just a friendly reminder, that we are all representatives of the Section, it's important to ensure all social media is a positive reflection on the Section and the same goes with the behaviour. Everyone around this table should be encouraging these things; it all directly impacts on our events and programs if these are forgotten. If you have ANY issues, please call or email me.

4.2 Deputy Chairman

Paul Byrnes

The initial findings of our Roadshow have come through from our survey and the data has been put together. The findings indicate the interests of Rovers and how we can better cater to their needs. The survey received over 180 responses, or roughly 13% of registered Rovers. It's also worth noting that a disproportionate number who responded indicated that they were new to the section, which indicates a unique level of engagement with the next generation of Rovering.

The results were as follows:

- *"What do you hope to get out of Rovers?"* – prominent answers were fun, skills, people, activities, personal and connections and experiences.
- *"Why did you not attend the events you didn't attend?"* – 35% personal reasons, 29% financial reasons, 24% logistical issues (i.e. no car) and 12% Crew did not attend.
- *"What would you like to see from our events?"* – prominent answers were cheaper, advertising, community, adventurous activities, accessible locations, structure, entertainment.
- *"What do you want to get out of Rovers?"* – prominent answers were fun, friends, skills, activities, personal growth, adventure, experiences, unique opportunities, service.

There is more qualitative data in the surveys that will be presented to the Subcommittees for their engagement. This data will be further supported by what information is received in our imminent crew visits.

The process for nominations for elections has been addressed by the Office Bearers at a recent meeting, reflecting on the need to have a committed OBs team with relevant skills and an understanding of the support required of the OBs to the VRC and Victorian Rovers.

There will be a Google form to be widely distributed, asking among other things, for nominees to provide a reference for their ability or previous experience. This is to ensure that those who nominate are considering their suitability to the position and to provide the voting members of the table with a better understanding of the individual's capabilities. If anyone has any questions or concerns, please get in touch.

4.3 Assistant Chairman

Lucy Hubbard

Well done to the Borderbash committee. Everybody needs to help promote smaller events, and more people from around the table in attendance is desired. In the next 12 months I would like to see more faces at these smaller events, even if you could only attend a working bee that is helpful, it doesn't have to be a whole event if you can't attend. Congratulations to Aaron for being elected Surfmoot 2019 chair.

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: 4th – 6th @ Gilwell; applications close on the 13th of April
- July Non Res: 6th – 8th @ VRC
- November: 2nd – 4th 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:

- 14th April
- 14th July
- 22nd September
- 20th 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 5th month, please contact the Training team via the training email.

NRC:

The National Rover remote meeting was held online on the 15th of March 2018 and the minutes are now available. Please email nrcdelegate@vicrovers.com if you would like a copy. Items from that meeting to be mentioned:

- Volunteers at AJ2019 – there are currently positions that the Jamboree team are looking to fill – members do not need to be from South Australia to be on the team.
- Victoria made it clear that it would not support funding a Jamboree activity with NRC money and it

was not the correct way of seeking funding. The SA Rovers did not approach the AJ2019 executive team before asking NRC.

- Roverscope Infrastructure Budget – A. Warin spoke to the proposed budget and requested of the NRC \$4,600 for the Roverscope infrastructure needs. Questions were raised over the fact the Jamboree committee usually funds activities of this nature, and that as South Australia were still in discussions with the Jamboree over a budget line for the activity. The NRC should not commit to providing funds whilst this was occurring.
- Victoria also did not vote for the NRC budget this year as the VRC or delegates did not look over them. The budget is attached to the NRC minutes.

4.5 Participation Team

Rhiannon Lawson, Aaron Webb

Resources:

The working bee is coming up on the 8th of this month. Check the Rovers Victoria Facebook page for the details.

4.6 Membership Team

David Toogood, Jesse Carter, Edwin Ryan

IT:

VICROVERS.COM (NOT .AU) EMAIL ADDRESSES

Many years ago, VicRovers email addresses used the vicrovers.com domain name rather than the current vicrovers.com.au domain name. More recently, emails to vicrovers.com email addresses have been automatically forwarded to the corresponding vicrovers.com.au address. To ease administration, we're discontinuing support for vicrovers.com email addresses in the coming month. We know vicrovers.com email addresses haven't been publicised for many years, but it's possible vicrovers.com email addresses are still used as usernames for some online services. If you are still using a vicrovers.com email address for any services, please update the relevant account to use the vicrovers.com.au equivalent email address.

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.

CREW EMAIL ADDRESSES

In the past, Crews have been encouraged to publish a contact name and personal email address as contact details on the Find a Crew map. Given the privacy concerns associated with publishing personal email addresses on a public website, the IT team is introducing Crew email addresses, in the format 'windyvalley@vicrovers.com.au'. These email addresses will be set to redirect to the supplied personal email address for each Crew – these are not separate email mailboxes the Crews will need to check, and no mail will be stored by us, it's just a way of masking personal email addresses. We rely on Region Execs to collect up-to-date contact information for their Crews and pass that on through the Deputy VRC Chair. These email addresses will be introduced soon; we will notify Crews and Regions about this change when it comes into effect.

MAILGUN

As part of our web server changes, we're moving to a new email address redirection system, MailGun, for all Rovers Victoria email addresses (including [vicrovers](http://vicrovers.com), [bawbawrovers](http://bawbawrovers.com), [mafekingroverpark](http://mafekingroverpark.com), [marb](http://marb.com), [mudbash](http://mudbash.com), [rsm.vicrovers](http://rsm.vicrovers.com), and [surfmoot](http://surfmoot.com) addresses). MailGun provides inbound email routing and also basic spam filtering for free, it replaces a custom made Xmail based solution that is not compatible with our

upgraded website. There shouldn't be any visible changes, but please email vicrovers.it@gmail.com if you do have any concerns.

Marketing and Communications:

We are always looking for new content for the Facebook page and weekly newsletter. Send through what your Regions and Subcommittees have been up to lately. Also please promote to the Crews in your Regions that we'd love photos of them participating in Rover Centenary activities.

4.7 Commissioner Group

Peter Wotherspoon, Greg Davies, Jason Thomson

Commissioner Appointments:

I am pleased to announce the appointment of Maria Armstrong and Scotty Harrison as Rover Support Commissioners for Mt Dandenong and Lerderderg Regions respectively. Maria is currently the Rover Advisor at Manderson Rover Crew and during her time as a Rover she was Region Chair for two terms and actively involved in Marketing and MARB as well as serving on her Crew Executive. Scotty is presently the Rover Advisor at Port Phillip Rover Crew having previously been in a development role. He has been a member of the Adventurous Activities team and is currently a member of the Scout First Aid team. I look forward to working with Maria and Scotty in their new roles as they support their respective Regions and welcome them to the team.

ANZAC Day:

ANZAC Day commemorations will be coordinated by Glen Webster as in the past. Glen is looking for Rovers to participate in the march on the day. Further details can be obtained from Glen at <http://vsanzacday.sandmantech.com.au>. Registrations for those who may be available can be lodged at anzac@scoutsvictoria.com.au.

WWCC:

Over recent weeks there has been a significant number of Rovers who have been made inactive due to their WWCC expiring. Just a reminder that everyone needs to keep these checks up-to-date to continue with the programme.

5 Items for action by OB's, Region and Subcommittee Teams

5.1 Action Items from February

NIL.

6 Region Reporting

6.1 Bays

Jesse Carter

We now have a home again, with Lord Casey gaining access to a new hall. This past month the entire Region worked on their Crew constitutions. The Region exec is planning on meeting soon to create some strategic planning goals and succession planning.

6.2 Gippsland

Alex Kovacs

We had a great attendance at our Region meeting on Friday night with 20 Rovers in attendance from 6 different Crews. The Region has Corroboree over the Easter weekend where several Rovers are helping with various activities from works and services to nighttime entertainment. At the meeting we discussed our search for a new Region Commissioner, a Rover Crew at 1st Paynesville is in the process of being re-established, the Region is in discussions about what type of event to run for ex-Rovers as part of Rovers 100; we are still looking at doing a house boating activity for Rovers 100 in later October/early November.

6.3 Lerderderg

Tom Frier

This month Lerderderg had a chocolate appreciation night. We had 26 Rovers show up from 8 Crews. We

held a vote on a new Crew opening and I'm happy to say RJ Shutt's proposal was approved. Congratulations to the 13 new Rovers coming into the Region. We also announced our new Region RA – Scotty Harrison. The Region would like to congratulate Scotty on his new position and are looking forward to working closely with him.

6.4 Melbourne**Michelle Saffin**

Crew visits are ongoing, as some have had to be delayed. RoVent laser tag was held last week with great success; there was a record-breaking turn out and lots of fun had by both Venturers and Rovers! The last month has seen some issues come up in crews around the Region, so time has been spent getting everyone back on track, hopefully this month the exec can continue with its exciting projects.

6.5 Mount Dandenong**Madeline Ancill**

It's been a relatively quiet month. Firstly, I would like to officially congratulate Maria Armstrong on being appointed the new Region Commissioner; therefore I would like to thank Morris Orchard for all his hard work over the past few months. The exec is looking into organising a Rover and Venturer gathering. The Region is slowly having more Rovers attend Region gatherings, which is great to see. Crew visits have been organised and will hopefully be started in the next few weeks. Congratulations to all the Rovers that have taken on a role on the Surfmoort Committee for 2019.

6.6 Murray Midlands**Mark Damm**

Murray Midland's biggest event for this year so far took place over in New Zealand, with Bevan Trimble RC completing Crew leader Andrew's physical badge hiking in the Abel Tasman National Park. While hiking, the Crew also took part in service in cleaning out the culverts along the track. More information and photos can be found on the Bevan Trimble Facebook page.

6.7 Plenty Valley**Edwin Ryan**

At Plenty Valley's March meeting we had a rep from RSM come to promote their upcoming events (Loose and Loud and the RSM trivia night), tell us a bit about RSM, seek feedback on why Crews are and aren't involved in motorsport, and offer RSM's support to Crews interested in getting more involved in racing. At that meeting we also discussed Rover Centenary celebrations at each level, and talked about Hoadley Hide – where Plenty Valley Rovers are running 5 stunts this weekend. It's also been a busy month for our BPSA support team, running an information session for a Crew of mostly young members, and conducting a BP Award interview.

6.8 South West**Angus Manning**

It's been a quiet month for our Region but our Crews have been busy as always. One of our Crews has opened up an event for the Region next month, and have 13 new squires, which we are pleased about.

7 Sub-Committee Reporting**7.1 Mafeking Rover Park****Ashley De Kok**

Thanks to those who attended the first Mafeking Mudbash working bee, a lot was accomplished. We have another 2 Mafeking Mudbash working bees coming up with the next one being on the 20th to the 22nd of this month. It would be great to see members of our sub-committees and Regions going along to support the Park and Mudbash.

7.2 Surfmoort**Alice Hayllar**

Welcome to the incoming committee consisting of:

- Chairman – Aaron Webb
- Vice Chair – Tash Lema
- Secretary – Chantelle Seneviratne
- Social Media Rep – Claudine Foley
- Front Gate – Hamish Patterson

- Works and Services – Shae Snowball
- Activities – Troy Van Her

The financials from this year's event can be found attached.

7.3 Mudbash

Scott Gregory

Mudbash has been working hard to lock everything in and get the event ready.

As I'm sure you have all heard "SHANNON NOLL" has been locked in to perform at Mudbash. I would just like to remind everyone that, Mudbash has specific advertising requirements and therefore I'd like to ask everyone to feel free to share any posts we release but please do not write your own from public pages. (Normal participants can make posts with no issues).

Mudbash as an event has been closely reviewing feedback from a wide variety of sources, (including Surfmoot, RSM and preliminary notes from Paul about the VRC event survey, as well as others). One part of this is to see how we can increase overall attendance at events. By using a headline act we hope to offer something different to engage with a population of Rovers that normally don't attend Mudbash (don't forget that 80% of participants don't come to Mudbash to race). A big thank-you to all the Regions and VRC for supporting this as a celebration of the Centenary year of Rovers.

We hope to retain these Rover numbers in the coming years through a strategic rebuild plan. We are setting up the Rover 'X' Games that will be shared activities between Surfmoot and Mudbash with Perpetual Trophies. We are providing more signage and better information to help participants find activities. We are setting the schedule early to make sure everything fits and so that we can run things "on-time, the first time." Expect to hear less noise in some areas and a lot more in others, also reduced repeated PA Announcements.

We are also setting up a HUB atmosphere where you will be able to find most things, including spectator points, games and activities, entertainment, signage and many others. We haven't forgot about motorsport, to help Crews be more flexible in helping us out, we have swapped over to man hours as requested by many and reduced the required service time overall, allowing for more flexibility in arrival and departure times to fit better around your crews. We have also made some scoring changes to better reflect the goals of Mudbash to find the best racing Rover Crew.

We also recognise Mafeking Rover Park as the permanent home of Mudbash and are working with them to create a more plug and play environment for the event reducing the need for large set up and pack-up times and reducing unhireable time caused by Mudbash to the park. As well as costs long term, which should see a reduction in ticket prices in the future.

A future plans document is being created to ensure that there is continuity of plans from one committee to the next so the event always improves and learns from its mistakes, the idea being that we don't take 1 step forward and then 2 steps back. Change is the great thing about Rovers but as we change things we need to review what worked, or what didn't as the case may be. (Plan Do Review).

Please come up to the Mudbash Mafeking working bees – we have plenty of jobs and projects for you to help out and participate in and if your Crew has an idea of a project please let us or Mafeking know.

Pre-Mudbash Working bee dates:

- April 20th – 22nd
- May 18th – 20th

Expect to see the event you have been asking Mudbash to be.

7.4 Rover Scout Motorsport (RSM)	Jayden Barwick
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Top Gear Scout ran well, however we needed more Rovers. Everything went well given the weather. Borderbash was great, well done to the committee. RSM will need assistance in getting nominations for the new committee, as only 2 will move onto the new committee. Most of our committee is older, and we need new faces on our committee. We are hoping to get one or 2 members from every racing Crew attending our next meeting. RSM survey results will be released at the next meeting. The RSM trivia night is coming up on May 19th at Eumemmerring Scout Hall in Doveton, starting at 6.30pm. See Facebook for details. Tickets are \$10 and are available on <https://myevents.vicrovers.com.au>. Loose and Loud is coming up on April 27th-28th, see Facebook for more details.

7.5 Bogong Rover Chalet	David Nicholls
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No report submitted.

7.6 W.F. Waters Lodge	Jake O'Halloran
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We had our first working bee, all committee members were in attendance. The next working bee is the last weekend of April.

7.7 MARB	Kate Brockman
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Ticket sales are now open!

7.8 Rover Dinner	Kieron Younger
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The Rover Dinner budget for 2018 is being tabled 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.

7.9 Yearbook	Tash Borg
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It's that time of year again! So here's your 3 month warning, that your yearbook reports are due at the **June VRC meeting**. 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 - tash_borg@outlook.com.

There will be a Yearbook writing workshop before the April VRC meeting, to assist Regions and Subcommittees in writing their reports. Please send through photos to increase the Crews, Regions, and Subcommittees that appear in the Yearbook.

REGION REPORTS: 200 words + 25 photos

- Committee members' names and titles.

Membership heading:

- The total number of rovers in their region
- Whether this is more or less than previous years
- How many crews are in the region

Quality heading:

- 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

8 Other Reports

8.1 Olaves Report

Sam Ferris

No report submitted.

8.2 MPAC Report

Luke Critchley

No report submitted.

9 Interstate, National and International Events and Contingents

9.1 Rovers 100

David Toogood

This month we finalised the budget for MOOT100 – it is being tabled tonight. We also presented some of our Rover ambassadors with their scarves. We have heard that a lot of Crews and Regions are doing their own things for the centenary. This is fantastic to hear! Let us know what you guys have planned and keep using the hashtag #ROVERS100 and keep up the good stuff. We are looking for more people to join the team.

9.2 YPR

Ian Collins

All Region chairs should have received an email from me in the last week. If anyone hasn't please send me an email at ypr.liaison@vicrovers.com.au. I am looking for enthusiastic young members to be part of a YPR transition team for Vic Rovers from a wide range of Rovering backgrounds. If you know anyone who might be interested, please get in contact with me.

9.3 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
- Greg Davies: greg.fellowship@gmail.com

10 Tabled Items

10.1 Amendment to the VRC Policy Book A.

Plenty Valley

Further clarification of parts of the VRC Policy Book was discussed by Plenty Valley at our March Region meeting. All feedback should be directed to plentyvalley.chair@vicrovers.com.au.

Clarification of Region Rover Community and Region Rover Council definitions:

Currently section III. e. of the VRC Policy Book 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.”

10.2 Amendment to the VRC Policy Book B.

Plenty Valley

Further clarification of parts of the VRC Policy Book was discussed by Plenty Valley at our March Region meeting. All feedback should be directed to plentyvalley.chair@vicrovers.com.au.

Clarification of Preferential Voting:

Currently section 1.4.4.3 of the VRC Policy Book 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.”

10.3 Amendment to the VRC Policy Book C.

Plenty Valley

Further clarification of parts of the VRC Policy Book was discussed by Plenty Valley at our March Region meeting. All feedback should be directed to plentyvalley.chair@vicrovers.com.au.

Clarification of Process to register swords with VRC:

Currently section 5.1.2 of the VRC Policy Book 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.”

10.4 MOOT100 Budget

Please find attached the budget for MOOT100. All feedback should be directed to Dave Toogood, at dftoogood@outlook.com.au.

10.5 Rover Dinner 2018 Budget

Please find attached the budget for Rover Dinner 2018. All feedback should be directed to Kieron Younger, at Kieron1996@hotmail.com.

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 open tonight. 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. Duty Statements for the positions can be found attached.

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.

All applications should be submitted through the Google Form - goo.gl/PLzGg7.

11.1 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.

Timeline:

- January-February 2018 – additional reminders emailed: Branches will be reviewing reports that list members that are yet to renew and Branches will be asking members to explain why this has not occurred.
- March 2018 – Any member that has not renewed will be suspended: Potentially membership terminated.

11.4 VRC BPSA Support Team Leader, VRC Strategic Planning Officer and VRC Program Officer

The Victorian Rover Council is looking for 3 Rovers to appoint to the above roles, position descriptions can be found in the VRC policy book, applications should be emailed to the VRC Chairman or Deputy Chairman. The BPSA Support Team Leader and Strategic Planning Officer roles are a three-year appointment.

12 Voting Items**12.1 VRC Standing Orders – Office Bearer/Region Delegate Voting Rights****Plenty Valley**

Following the acceptance of the VRC Standing Orders, Plenty Valley would like to propose the below change to the VRC Standing Orders to allow Office Bearers who are also Region delegates to vote. Plenty Valley holds the view Region delegates vote on behalf of their Region, regardless of their own opinions. Provided the Office Bearer isn't the presiding chair of the meeting, we see no reason to prevent Office Bearers also serving as Region delegates. Please direct any feedback to edwin.ryan@live.com.au.

Old:

1.3.2: The elected or appointed VRC Office Bearers do not have voting rights except where the subject matter relates directly to their portfolio. Where an Office Bearer is a Region delegate they shall not exercise their voting rights.

New:

1.3.2: The elected or appointed VRC Office Bearers do not have voting rights except where the subject matter relates directly to their portfolio. Where an Office Bearer is a Region delegate they may exercise their voting rights as a Region delegate, except where the Office Bearer is the presiding chair of the meeting.

Motion: That the above change to Office Bearer/Region Delegate voting rights be adopted for implementation in the VRC Standing Orders.

Moved: Plenty Valley

Seconded: Lerderderg

Passed.

12.2 VRC Standing Orders – New Crew Policy; Revival of Defunct Crews**Plenty Valley**

Following the acceptance of the VRC Standing Orders, Plenty Valley would like to propose the below change to the VRC New Crew Policy to provide further clarity on VRC Standing Orders clause 3.2 "Decisions regarding the establishment of new or reviving defunct Crews are the responsibility of the relevant Region Rover Community. Such decisions should be made with regard to, but are not limited to, the following..." Please direct any feedback to edwin.ryan@live.com.au.

Old:

Step 1. Rovers or prospective Rovers interested in forming a new Rover Crew as an additional section within an existing Group should meet and confirm their intentions, then approach the Region Rover Chairman for assistance.

New:

Step 1. Rovers or prospective Rovers interested in forming a new Rover Crew as an additional section within an existing Group should meet and confirm their intentions, then approach the Region Rover Chairman for assistance. Revival of a defunct Crew shall be considered the same as starting a new Rover Crew.

Motion: That the above clarification to the VRC New Crew Policy contained within the VRC Standing Orders be adopted for implementation.

Moved: Plenty Valley

Seconded: Bays

Passed.

13 Standing Items**13.1 Nominations for the Baden-Powell Scout Award****Regions***Jarrold Bell (Wurundjeri RC)*

Jarrold is unable to attend VRC tonight due to work commitments, but a brief summary of his badgework is provided below. For further information on the activities he completed, please get in contact with Plenty Valley region.

- Personal Growth – Gaining an understanding and working knowledge of Auslan by undertaking a VicDeaf Auslan course and building on those skills over time by engaging with the local deaf community.
- Community Development – Spent a year as President of the organising committee for SunFest, Sunbury; the largest free community event in Hume City and one of the last major community festivals of its size still 100% volunteer run. Over 2 days the event hosts 2 street parades (community parade and a CFA torchlight), on-stage entertainment, fireworks, hundreds of stalls, a fun run, health expo, talent competitions, carnival rides and much more.

13.2 Crew Names and Scarves**Regions**

Nil.

13.3 Workplace Health & Safety Items

There is to be NO parking on the grass outside the Rover Centre, regardless of the weather conditions.

14 General Business

PLEASE NOTE: The April VRC meeting is due to fall on ANZAC Day. In order to allow Scouting members to be free to commemorate this day, the Office Bearers team has decided to schedule April's meeting for **Wednesday the 18th of April** (3rd Wednesday of the month) instead. Please make any necessary arrangements to ensure you can still attend this meeting. **April's VRC meeting will be held at the Branch Conference Room, from 7.30pm.**

The Rover Blood Donation Challenge for 2018 will start on the 30th of April. Stay tuned for more details.

RSM is always looking for an extra set of hands to help where possible.

Closing Parade: Flag Down & Rover Prayer.

Meeting Closed at: 9.22pm

<h1 style="margin: 0;">Centenary Moot</h1> <h2 style="margin: 0; background-color: cyan; color: black;">2018 Centenary Moot</h2>
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Tickets		No. of tickets	
Presold	\$55.00	350	\$ 19,250.00
Gate			
Committee			
Total Tickets			
		Total	\$ 19,250.00
Misc			
Merchandise			\$2,000.00
			\$2,000.00
		Sub Total Income	\$ 21,250.00

Expenses

Item		
Site	Camping Fees	\$ 2,500.00
Works & Services	Toilets, Showers, Garbage etc....	\$ 700.00
Power & Communications	Radio Communications, Lighting etc...	\$ 1,000.00
Activities	Offsite and Onsite Activities	\$ 160.00
Entertainment	Band, DJ, Stage	\$ 10,000.00
Insurance	Insurance Costs	\$ 2,000.00
Misc	General Expenses	\$ 200.00
Merchandise	Supply of Merchandising	\$ 2,000.00
Participant Costs	Participant Pack	\$ 1,000.00

Sub Total Dep. Expense	\$ 19,560.00
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Final Surplus / Loss

Total Income	\$ 21,250.00
Total Expenses	\$ 19,560.00
Total Profit/Loss	\$ 1,690.00

Rover Dinner 2017 Actuals

Expenditure	Budgeted		Actuals	
Item	Quantity	Cost (\$)		
<i>Food & Venue (\$59pp)</i>	200		193	
<i>Deposit</i>		\$ 2,500.00		\$ 2,500.00
<i>Final Payment</i>		\$ 9,300.00		\$ 8,887.00
<i>Appropriations</i>		\$ 500.00		\$ 500.00
<i>VRC Float Repayment</i>		\$ 3,000.00		\$ 3,000.00
<i>Misc</i>		\$ 290.00		\$ 150.00
Total Expenditure		\$ 15,590.00		\$ 15,037.00
Revenues				
Item	Quantity	Cost (\$)		
Tickets (\$70)	198	\$ 13,860.00	181	\$ 12,670.00
VRC Float		\$ 3,000.00		\$ 3,000.00
Misc (Donations/ Interest)		\$ -		\$ -
Total Revenues		\$ 16,860.00		\$ 15,670.00
Overall Profit/ Loss		\$ 1,270.00		\$ 633.00

Rover Dinner 2018 Budget

Expenses	200 people	180 people
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
TOTAL EXPENSES	\$ 13,600.00	\$ 12,300.00
Divided by respective number persons	\$ 68.00	\$ 68.33
Revenues	200 people	180 people
Tickets (\$70.00)	\$ 14,000.00	\$ 12,600.00
VRC Float	\$ 500.00	\$ 500.00
Miscellaneous (Donations/ Interest)	\$ -	\$ -
TOTAL REVENUES	\$ 14,500.00	\$ 13,100.00
Overall Profit/ Loss	\$ 900.00	\$ 800.00

Balance Sheet
Scouts Australia Vic Branch - Rovers Surfmoor
As at 17 March 2018

Assets

Bank

CBA Surfmoor Account \$7,363.11

Total Bank \$7,363.11

Current Assets

Accounts Receivable \$1,700.50

Australia Post - Load & go Cards \$800.00

Total Current Assets \$2,500.50

Total Assets \$9,863.61

Liabilities

Current Liabilities

Accounts Payable \$2,806.20

GST -\$4,395.67

Total Current Liabilities -\$1,589.47

Total Liabilities -\$1,589.47

Net Assets \$11,453.08

Equity

Current Year Earnings -\$5,800.00

Retained Earnings \$17,253.08

Total Equity \$11,453.08

Profit & Loss
Scouts Australia Vic Branch - Rovers Surfmoort
For the period 01 July 2017 to 17 March 2018

	YTD Actual	YTD Budget	Var AUD	Var %
Income				
Activities	\$0.00	\$0.00	\$0.00	
Bar & licensed area	\$2,425.00	\$3,400.00	-\$975.00	-28.7%
Canteen onsite	\$0.00	\$500.00	-\$500.00	-100.0%
Fee - Offsite activities	\$2,435.00	\$3,000.00	-\$565.00	-18.8%
Fee - Rover participant - gate sales	\$13,240.00	\$5,000.00	\$8,240.00	164.8%
Fee - Rover participant - presold	\$24,046.00	\$36,000.00	-\$11,954.00	-33.2%
Fee - Staff / Service tickets	\$2,510.00	\$2,700.00	-\$190.00	-7.0%
Float - received	\$0.00	\$1,000.00	-\$1,000.00	-100.0%
General store - onsite	\$129.50	\$0.00	\$129.50	
Merchandise - committee	\$1,375.00	\$1,800.00	-\$425.00	-23.6%
Merchandise - onsite store	\$3,438.25	\$3,500.00	-\$61.75	-1.8%
Merchandise - pre event sales	\$1,715.00	\$0.00	\$1,715.00	
Sponsorship	\$481.00	\$0.00	\$481.00	
Total Income	\$51,794.75	\$56,900.00	-\$5,105.25	-9.0%
Gross Profit	\$51,794.75	\$56,900.00	-\$5,105.25	-9.0%
Less Operating Expenses				
Accounting & Consulting	\$127.28	\$60.00	\$67.28	112.1%
Admin - Information Technology	\$529.98	\$600.00	-\$70.02	-11.7%
Admin office	\$136.53	\$350.00	-\$213.47	-61.0%
Appropriation	\$6,000.00	\$6,000.00	\$0.00	0.0%
Audio	\$2,181.82	\$1,200.00	\$981.82	81.8%
Bank Charges	\$73.90	\$0.00	\$73.90	
Bar expenses	\$1,902.69	\$3,250.00	-\$1,347.31	-41.5%
Buses	\$818.18	\$2,000.00	-\$1,181.82	-59.1%
Chair miscellaneous	\$192.14	\$200.00	-\$7.86	-3.9%
Entertainment misc	\$1,700.00	\$1,700.00	\$0.00	0.0%
Event Fee Refund	\$50.00	\$0.00	\$50.00	
Float - repaid	\$0.00	\$1,000.00	-\$1,000.00	-100.0%
Fuel - Transport	\$274.49	\$800.00	-\$525.51	-65.7%
General store expenses	\$2,355.91	\$0.00	\$2,355.91	
Insurance	\$2,375.29	\$2,700.00	-\$324.71	-12.0%
Lighting	\$1,129.80	\$1,200.00	-\$70.20	-5.9%
Marketing & Promotions	\$2,280.23	\$2,500.00	-\$219.77	-8.8%
Merchandise at event (Header account)	\$605.31	\$0.00	\$605.31	
Merchandise Expense - Committee	\$2,564.37	\$0.00	\$2,564.37	
Merchandise expense - pre event	\$1,975.44	\$3,000.00	-\$1,024.56	-34.2%
Offsite activities	\$1,834.55	\$1,000.00	\$834.55	83.5%
Onsite activities	\$544.87	\$750.00	-\$205.13	-27.4%
Onsite communications	\$2,172.70	\$3,000.00	-\$827.30	-27.6%
Power	\$0.00	\$500.00	-\$500.00	-100.0%
Rubbish	\$748.40	\$1,000.00	-\$251.60	-25.2%
Site hire	\$7,272.73	\$8,000.00	-\$727.27	-9.1%
Stage	\$1,502.00	\$1,200.00	\$302.00	25.2%
Talent fees	\$1,681.82	\$3,000.00	-\$1,318.18	-43.9%
Toilets & showers	\$8,356.00	\$8,350.00	\$6.00	0.1%
Trucks	\$0.00	\$1,500.00	-\$1,500.00	-100.0%
Works & services	\$325.09	\$1,150.00	-\$824.91	-71.7%
Total Operating Expenses	\$51,711.52	\$56,010.00	-\$4,298.48	-7.7%
Net Profit	\$83.23	\$890.00	-\$806.77	-90.6%
Movement with Prior Year Income and Expenditure				
Prior event revenue	\$130.00	\$0.00	\$130.00	
Prior year event expenses	-\$6,013.23	\$0.00	-\$6,013.23	
Final Profit/ Loss Incl. Prior Year	-\$5,800.00			

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.



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