## Section Leadership Team: **Top Section Award Flow Chart**

It is up to you, the Section Leadership Team, to decide when someone in your Section has achieved the Top Section Award.

Let's imagine Alex feels they've done everything it takes to get their Top Section Award. Here's how you would decide if Alex really made it, and how you would celebrate their achievement:

- Alex should be able to demonstrate that they have:
- a. Reviewed their personal progression
- b. Achieved the required Outdoor Adventure Skills stages
- c. Completed the required community service hours
- d. Completed a meaningful community service project

The Section Leadership Team and Alex should meet so that Alex can share what they've done.

> Once Alex has shared their accomplishments, the Section Leadership Team should take some time in private to decide whether or not Alex has achieved the Top Section Award.

If Alex has achieved the Top Section Award, congratulate Alex!



Let Alex know right away that the Section Leadership Team feels they've done something really special. Don't keep Alex in the dark. Receiving the Top Section Award shouldn't be a surprise!

Tell your Group Commissioner.



Let your Group Commissioner know that Alex has achieved their Top Section Award. Your Scouters can help.

Plan to celebrate Alex's achievement.





Make sure that Alex is recognized for achieving their Top Section Award.

Ask your Scouters if a ceremony is already planned. It could be a good time for Alex to receive their award.

A recognition ceremony may be coming up for others in your Group, or there may be an even bigger event planned for youth from all over!

If Alex is going to receive their Top Section Award certificate at a big ceremony, plan a smaller event to present Alex with the Top Section Award badge. This way, Alex can wear the badge when they receive their certificate. Invite Alex's family to take part too!

If Alex hasn't achieved the Top Section Award, let Alex know what still needs to be done.

Make sure Alex knows exactly what they need to do, and offer to help! The Section Leadership Team should support others however it can.

