

# The Canadian Path

## MANAGING PROGRAM QUALITY

### THE GOAL

On The Canadian Path, there's a new approach to program quality, and it's based on the Four Elements: Adventure, Youth-led, Plan-Do-Review and SPICES.

Youth-led planning, doing and reviewing should be applied to every Adventure that your Section shares, whether it's at an evening meeting or over a weekend outing. It's also important to help youth set long-term goals for themselves as a Section or Patrol (Team), and then review their progress towards these long-term goals regularly.

The Plan-Do-Review cycle is critically important because growth in the SPICES happens when youth appreciate their development. A shared review also helps youth to recognize how they can have even more successful adventures in the future.

The Canadian Path's new approach to program quality asks that Scouters help facilitate a seasonal Plan-Do-Review process. Let's ensure that youth are getting the most out of their program!



### PROGRAM CYCLES

Our Scouting program can be divided into four cycles, which align with the four seasons. It's a simple yet effective way to view and plan your program. Plan, do and review your program each

season, and the quality of your adventures will improve in no time—even if you already have a fantastic program!



**FALL:** September – November



**WINTER:** December – February



**SPRING:** March – May



**SUMMER:** June – August

**Achieve your program goals!**

Complete at least three of your Section's seasonal assessments and receive the 'Quality Section' designation on MyScouts.ca.

# PROGRAM QUALITY ASSESSMENT—STEP-BY-STEP



The process for managing a quality program in your Section has been completely revitalized to work hand in hand with The Canadian Path. This new approach is simple: youth set their own goals for the year, and then review their progress towards those goals at least three times. After all, The Canadian Path is their program—the youth themselves should set their goals and decide what a quality program looks like to them.

You will discover three parts to the whole process, and it will sound very familiar. First, the PQA helps youth set the bar for their Section (Plan). Determine your Section's short-term, seasonal and long-term goals. Follow your plan when you go on your adventures (Do). As program cycles end, assess the experience as a Section and identify what could have been better planned and what worked well (Review). Repeat the process every program cycle. This will foster support for short-term planning and encourage ongoing discussions for youth and Scouters alike.

The PQA process can be broken into eight steps, which are outlined below. Look for number icons throughout the guide to help you understand which section of the PQA guide corresponds to the correct step:

- 1 Work with youth to set goals for the month, season and year.** These goals should be measurable and realistic. There is a template for each Section in this guide. These templates include activities around which specific goals may be set. However, your youth could add their own activities and goals.
- 2 Help the youth create a plan to achieve their goals.** First, youth should use the planning template to identify goals for the year. Once youth have decided on their goals for the year, support them as they create a plan to achieve those goals.
- 3 Go do your adventures!** This is the fun part. Follow your plan, and do your best to achieve the goals in your Section's plan.
- 4 Review your adventures with the youth at the end of each season.** These program cycle reviews are called seasonal assessments, and the goal is to facilitate a conversation amongst the youth. The conversation should centre on the goals they set at the beginning of the year or season, but should also touch on what went well (or didn't), how different activities helped them develop in the SPICES and how they worked together as a team. Regardless of whether the youth are on track to meet their goals, be sure to review the plan to make sure everyone is still happy with it. It's okay to change the plan.
- 5 Review your adventures as a Scouter Team at the end of each season.** After the review with the youth is complete, the Scouters should share a review themselves. It should be centred on the youth's review and how the Scouter Team can better support the youth in the achievement of their goals.
- 6 Share the results of your reviews with your Group Committee.** The purpose of a Group Committee is to support the Sections. It's important that the Group Committee be kept up-to-date on how the youth perceive the quality of their program. Older youth should be invited to the Group Committee meeting to present their Section's assessments themselves, or the Scouters can provide a summary. The information presented to the Group Committee should focus on what did and didn't go well, and what adjustments the Section is making in the next season to improve the program. There's no need to provide a detailed report with answers to every question found in the PQA document.
- 7 Enter the seasonal assessment in MyScouts.ca.** This step can be completed by a Section Scouter or the Group Commissioner or Registrar. The Scouter must enter the day the review was completed with the youth, as well as the date it was shared with the Group Committee. There is also a text box where the Scouter can enter a few notes about how the review was conducted and what improvements will be made as a result.  
Regardless of the outcome of the seasonal assessment, the results should be shared with the Group Committee, and entered into MyScouts.ca.
- 8 Do it again! As the next season starts, be sure to remember what you learned and make some changes.** At the end of the next season, complete your next seasonal assessment.

**IMPORTANT NOTE:** Sections are expected to complete the Program Quality Assessment process for a minimum of three seasons each year.

Sections who complete and enter three seasonal assessments for a given Scouting year will be designated as quality Sections in MyScouts.ca.

# COLONY GOALS 1

## PER MONTH

Meeting outdoors



(Suggested range:  
1-2)

## PER CYCLE (SEASON)

Outing, visit or event



(Suggested range:  
1-2)

White Tail Council meetings



(Suggested range:  
2-3)

Seasonal assessment and action plan\*



## PER SCOUTING YEAR

Nights away



(Suggested range:  
3-6)

Adventures for each Program Area



(Suggested range:  
1-3)

Adventures with Pack (one for White Tails)



(Suggested range:  
2-4)

Personal progression review



(Suggested range:  
1-3)

Section Code of Conduct developed



(Suggested)

Environmental service project



(Suggested range:  
1-3)

Community service projects



(Suggested range:  
1-3)

Activities with parental participation



(Suggested range:  
3-6)

[Goals for the year can be set using the Colony planning template.](#)

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

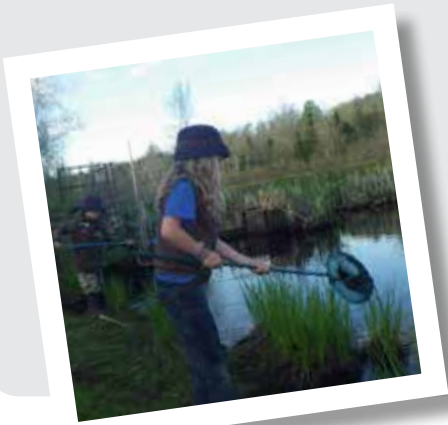
\* The Colony is expected to use this assessment tool 3–4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two-Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Scouters support programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Colony program.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly by using small and large groups.
- White Tails (third-year Beavers) participate in a White Tail Council that provides leadership to the Colony.
- White Tails are provided with appropriate support to lead the Colony.
- Programs are regularly delivered in small groups, enabling all members of the Lodge to learn by doing.
- Section retention is actively managed to 70%; Beavers are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Beavers (target 90%).
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.
- A representative of the Section Leadership Team attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process should be completed in two stages: one led by the youth and one involving the Scouters. These two steps form the overall Section seasonal assessment and feed into the Group seasonal assessment process.

The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Beaver Scouts' Assessment



1. Has our Colony spent enough nights camping?
2. Do we need to go outdoors more?
3. Have you tried new things in Beavers this year?
4. What do you want to try before Beavers is over?
5. What was the best part of Beavers this year?
6. Was your Lodge a good team?
7. Did we use the Pond Map to try new things?
8. What's your favourite spot to explore on your map?
9. Are you discovering how to be a good leader and a good member at Beavers?
10. What three things have you done that were new from last year?
11. Did the White Tails meet and make decisions for the Colony?
12. Do you plan to return to Beavers next year? Do White Tails plan to join Cubs?

## 5 Colony Scouters' Assessment



1. Section attendance
2. Section year-over-year retention rate
3. Number of nights away and outdoor activities: are we on track to meet our goals?
4. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
5. As a team of Scouters, we regularly meet and review:
  - a. the personal progression of our Beavers with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the level of Adventure included in our program (i.e. How many new activities have we tried and how many new places have we visited?)
6. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?

### How do I use this process to manage a quality program in my Section?

- Review the goals with the Beavers at the beginning of each program cycle.
- Guide discussions in Lodges using the assessment questions.
- Record the main points from the discussions. Ask the Beavers if they all agree with your notes.
- Based on the suggestions and expectations, have the White Tail Council create a plan to move some of the ideas forward. Repeat the process for the next program cycle.



# PACK GOALS 1

## PER MONTH

Meeting outdoors

(Suggested range: 1-2)

## PER CYCLE (SEASON)

Outings, visits or events	Howler Council meeting	Seasonal assessment and action plan*
<input type="checkbox"/>	<input type="checkbox"/>	1
(Suggested range: 2-4)	(Suggested range: 2-4)	

## PER SCOUTING YEAR

Nights away	Adventures for each Program Area	Adventures with Colony or Troop (one for Howlers)	Personal progression review
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Suggested range: 6-10)	(Suggested range: 2-4)	(Suggested range: 3-6)	(Suggested range: 1-3)
Section Code of Conduct developed	Environmental service project	Community service projects	Activities with parental participation
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Suggested)	(Suggested range: 1-3)	(Suggested range: 2-4)	(Suggested range: 3-6)

Goals for the year can be set using the [Pack planning template](#).

## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Scouters support programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Pack program.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly by using small and large groups.
- Howlers (third-year Cubs) participate in a Howler Council that provides leadership to the Pack.
- Howlers are provided with appropriate support to lead the Pack.

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Pack is expected to use this assessment tool 3-4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



- Programs are regularly delivered in small groups, enabling all members of the Lair to learn by doing.
- Section retention is actively managed to 70%; Cubs are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Cubs (target 90%).
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.
- A representative of the Section Leadership Team attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process should be completed in two stages: one led by the youth and one involving the Scouters. These two steps form the overall Section seasonal assessment and feed into the Group seasonal assessment process.

The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Cub Scouts' Assessment



1. Has our Pack spent enough nights camping?
2. Do we go outdoors for meetings at least once a month?
3. Have I tried new things this year at Cubs?
4. What do I want to try before Cubs is over?
5. What was my favourite part of Cubs this year?
6. Is our Lair a good team?
7. Did we use the Jungle Map to try new things?
8. What three things have I done that were new from last year?
9. Am I discovering how to be a good leader and a good team member at Cubs?
10. Runner: Do I know how to participate in planning, doing and reviewing an activity?
11. Tracker: Have I planned and led an activity for other Cubs in my Lair or Pack?
12. Howler: Can I help other Cubs to follow the Plan-Do-Review cycle?
13. Tracker: Have I helped at multiple Beaver meetings?
14. Tracker: How have I helped a Runner to feel like part of the Pack?
15. Howler: Have we met regularly as the Howler Council to make decisions for the Pack?
  - a. Have I met regularly with my Lair to listen to its ideas and concerns, and represented my Lair's interests at the Howler Council?
16. Do I plan to return to Cubs next year?
17. Do Howlers plan to join Scouts next year?

## 5 Pack Scouters' Assessment



1. Section attendance
2. Section year-over-year retention rate
3. Number of nights away and outdoor activities: are we on track to meet our goals?
4. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
5. As a team of Scouters, we regularly meet and review:
  - a. the personal progression of our Cubs with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the level of Adventure included in our program (i.e. How many new activities have we tried and how many new places have we visited?)
6. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?

### How do I use this process to manage a quality program in my Section?

- Howlers and Scouters need to review their goals at the beginning of each program cycle to set expectations.
- Have the Howlers use some of the assessment questions within their Lairs. Have them log the feedback.
- At the Howler Council, Howlers can formulate a plan to help adjust the program to the needs of the Pack, based on the feedback from the Lairs. Repeat the process for the next program cycle.

# TROOP GOALS 1

## PER MONTH

Meeting outdoors



(Suggested range:  
1-3)

## PER CYCLE (SEASON)

Outings, visits  
or events



(Suggested range:  
2-6)

Troop Leadership  
Team meetings



(Suggested range:  
2-4)

Seasonal assessment  
and action plan\*

1

## PER SCOUTING YEAR

Nights away



(Suggested range:  
10-20)

Adventures for each  
Program Area



(Suggested range:  
3-4)

Adventures with Pack  
or Company (one  
for Trailblazers)



(Suggested range:  
3-6)

Personal progression  
review



(Suggested range:  
2-4)

Section Code  
of Conduct developed

1

(Suggested)

Environmental service  
project



(Suggested range:  
1-4)

Community service  
projects



(Suggested range:  
2-4)

Activities with  
parental participation



(Suggested range:  
2-4)

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Troop is expected to use this assessment tool 3-4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



[Goals for the year can be set using the Troop planning template.](#)

## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two-Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Scouters support programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Troop program.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly by using small and large groups.
- Patrol Leaders and the Troop Leader participate in a Troop Leadership Team.
- Patrol Leaders, Assistant Patrol Leaders and the Troop Leader are provided with support to lead the Troop.
- Programs are regularly delivered in small groups, enabling all members of the Patrol to learn by doing.
- Section retention is actively managed to 70%; Scouts are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Scouts (target 90%).
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.
- A representative of the Section Leadership Team attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process should be completed in two stages: one led by the youth and one involving the Scouters. These two steps form the overall Section seasonal assessment and feed into the Group seasonal assessment process.

The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Scouts' Assessment



1. Has our Troop spent enough nights camping?
2. Did we go outdoors enough?
3. What is something that I would like to accomplish before Scouts is over?
4. What was my favourite experience in Scouts this cycle or year?
5. Is our Patrol working well as a team?
6. Did we do what we planned?
7. What activities did we do as a Patrol?
8. What are some fun things we could do with other Sections?
9. How have I developed in the SPICES?
10. Did we use the Canadian Trails Map regularly and try different types of new experiences?
11. How am I contributing to the Troop?
12. What leadership abilities am I developing this year?
13. Does our Troop Leadership Team meet regularly and make decisions for the Troop?
14. What three things have I done that were new from last year?
15. Do I plan to return to Scouts next year? Do Trailblazers plan to join Venturers?

## 5 Troop Scouters' Assessment



1. Section attendance
2. Section year-over-year retention rate
3. Number of nights away and outdoor activities: are we on track to meet our goals?
4. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
5. As a team of Scouters, we regularly meet and review:
  - a. the personal progression of our Scouts with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the level of Adventure included in our program (i.e. How many new activities have we tried and how many new places have we visited?)
6. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?

### How do I use this process to manage a quality program in my Section?

- **At the START:** The Troop Leader should take the time to introduce the Program Quality guide to the Troop Leadership Team.
- **DURING** the program cycles: Patrol Leaders select some of the assessment questions to see how the Scouts feel about their year so far, then log the comments and strategies.
- **Troop Leadership Team:** The Troop Leadership Team develops a plan for the Troop's program based on the feedback from Patrols. Repeat the process for the next program cycle.



# COMPANY GOALS 1

## PER MONTH

Meeting outdoors

(Suggested range: 1-3)

## PER CYCLE (SEASON)

Outings, visits or events <input type="checkbox"/> (Suggested range: 2-4)	Company Leadership Team meetings <input type="checkbox"/> (Suggested range: 2-4)	Seasonal assessment and action plan* <input type="checkbox"/> 1
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## PER SCOUTING YEAR

Nights away <input type="checkbox"/> (Suggested range: 10-20)	Adventures for each Program Area <input type="checkbox"/> (Suggested range: 2-3)	Adventures with Troop and Crew (one for senior Venturers) <input type="checkbox"/> (Suggested range: 3-6)	Personal progression review <input type="checkbox"/> (Suggested range: 1-3)
Section Code of Conduct developed <input type="checkbox"/> 1 (Suggested)	Environmental service project <input type="checkbox"/> (Suggested range: 1-3)	Community service projects <input type="checkbox"/> (Suggested range: 2-4)	Activities with parental participation <input type="checkbox"/> (Suggested range: 1-3)

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Company is expected to use this assessment tool 3-4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



[Goals for the year can be set using the Company planning template.](#)

## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two-Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Youth and Scouters plan programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Company program.
- All Program Areas are explored at least twice a year.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly.
- Expedition Leaders and the Company Leader participate in a Company Leadership Team.
- Expedition Leaders and the Company Leader are provided with support to lead the Company.
- Programs are regularly delivered in small groups, enabling all members of the Company to learn by doing.
- Section retention is actively managed to 70%; Venturers are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Venturers (target 90%).
- A representative of the Section Leadership Team attends all Group Committee meetings.
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.

# SEASONAL ASSESSMENT



The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Venturer Scouts' Assessment

1. Has our Company spent enough nights camping?
2. Does our Company have enough members?
3. Do we go outdoors on a regular basis?
4. What is something that I would like to accomplish before Venturers is over?
5. What was my favourite experience in Venturers this year?
6. Have I contributed to an Expedition Team?
7. Have I co-led or led an Expedition Team?
8. What support do I need to reach my summit?
9. Have we had at least two experiences for each Program Area?
10. What are some fun experiences we shared with other Sections?
11. How have I developed in the SPICES?
12. Have our Company's Expedition Teams met regularly to accomplish great new experiences?
13. What three things have I done that were new from last year?
14. Do I plan to return to Venturers next year? Do senior Venturers plan to join Rovers?
15. Are my experiences in Venturers valuable to me?
16. How is the Company's attendance?
17. How is the Company's year-over-year retention rate?
18. Number of outdoor activities: are we on track to meet standard?

19. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
20. As a Company, we regularly meet and review:
  - a. personal progression with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the experiences included in our program (i.e. how many new activities have we tried and how many new places have we visited?)
21. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?



## How do I use this process to manage a quality program in my Section?

- **At the START:** The Company should review its goals at the start of every program cycle to set its expectations of members.
- **DURING** the program cycles: The Company Leader selects some of the assessment questions to see how the Venturers feel about their year so far, and then log the feedback.
- The Company Leadership Team or a special Expedition Team develops a plan to incorporate feedback from the assessment into the program. Repeat the process for the next program cycle.

# CREW GOALS 1

## PER MONTH

Meeting outdoors

1

(Suggested range: 1-3)

## PER CYCLE (SEASON)

Outings, visits or events	Crew Leadership Team meetings	Seasonal assessment and action plan*	Meeting with mentor
1	1	1	1
(Suggested range: 2-4)	(Suggested range: 3-6)		(Suggested range: 1-3)

## PER SCOUTING YEAR

Nights away	Adventure for each Program Area	Adventures to link with Company or Troop	Personal progression review
1	1	1	1
(Suggested range: 10-20)	(Suggested range: 1-2)	(Suggested range: 3-6)	(Suggested range: 1-3)
Section Code of Conduct developed	Environmental service project	Community service projects	
1	1	1	
(Suggested)	(Suggested range: 1-3)	(Suggested range: 2-4)	

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Crew is expected to use this assessment tool 3–4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (appropriate skills and knowledge, outdoor activity management process).
- Rovers plan programs consistent with the Four Elements of The Canadian Path.
- Rovers are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Crew program.
- All Program Areas are explored at least twice a year.
- Adventure is about trying things for the first time; programs enable regular pursuit of Adventure.
- Rovers participate in a Crew Leadership Team.
- Rovers are provided with appropriate training and support to effectively lead the Crew.
- Programs are regularly delivered in small groups, enabling all members of the Crew to learn by doing.
- Section retention is actively managed to 70%; Rovers are personally invited to return each spring, and each non-returning Rover is contacted to understand the reason why.
- Section attendance is actively managed to ensure active engagement of all Rovers (target 90%).
- Rovers and Scouters regularly pursue the knowledge and skills required to enable a successful program.
- A representative of the Crew attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process for Rovers should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Rover Scouts' Assessment

1. Have we spent enough nights camping?
2. Does our Crew have enough members?
3. Do we regularly use the outdoors as our meeting space?
4. Have I tried new things this year in Rovers?
5. What is something that I would like to accomplish before Rovers is over?
6. What was my favourite experience in Rovers this year?
7. Does our Crew work as a team? Am I an effective team member?
8. Has my mentor been supportive? Is Roving providing me with the tools I need to be successful in life?
9. Do we use Teams to plan projects and events?
10. Have I been given a fair opportunity to use my leadership skills to organize a camp or event for the Crew?
11. Does our Crew meet regularly?
12. What three things have I done that were new from last year?
13. Do I plan to return to Scouting next year?
14. How is the Crew's attendance?

15. How is the Crew's year-over-year retention rate?
16. Number of nights away and outdoor activities: are we on track to meet our goals?
17. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
18. As a Crew, we regularly meet and review:
  - a. personal progression with respect to SPICES
  - b. our use of all Program Areas
  - c. Rover leadership
  - d. the experiences included in our program (i.e. how many new activities have we tried and how many new places have we visited?)



## How do I use this process to manage a quality program in my Section?

- **At the START:** The Crew should review its goals at the start of every program cycle to set its expectations of members.
- **DURING** the program cycles: The Crew Leadership Team selects some of the assessment questions to see how the Rovers feel about their year so far. Feedback is logged.
- The Crew Leadership Team incorporates feedback into future program planning. Repeat the process for the next program cycle.



# THE GROUP COMMITTEE'S ROLE IN THE MANAGEMENT OF PROGRAM QUALITY

Section Scouters and Section Leadership Teams aren't on their own in the quest for a quality program full of great safe Scouting adventures. Group Committees, led by a Group Commissioner, play a fundamental role in coaching and supporting awesome Scouting programs. Ultimately, the purpose of Group Committees is to support Section Scouters and youth.

## How does a Group Committee know if a Section is facilitating a quality program?

A quality program should surpass youth's expectations. This can be directly observed by seeing how the Section is using the Four Elements at Scouting activities. Group Committee members can use powerful questions to coach and evaluate Sections' program quality and action plans each cycle. As individuals develop their coaching skills, they will be able to intuitively ask their own effective questions. Until that time, they can use this worksheet to coach and evaluate for a quality program.

## What should Group Committees do to support Sections?

There are many things that Group Committees can do to support Sections, but in general they should try to remove any barriers that Sections face in facilitating a great program. Section Scouters should focus on program and each youth's personal progression, while the Group Committee should try to support Sections by ensuring that administrative and volunteer-support tasks are completed in a timely manner: finances, fundraising, meeting location bookings, volunteer recruitment and screening, Group events, etc. Group Committees should not, however, lose sight of why these activities are undertaken: to provide the youth of their community with a great, safe Scouting experience.

## How does a Group Committee know if a Section is facilitating a quality program?

Group Committees have two important roles to play in the PQA process:

### 6 Ask the right questions.

As Sections share the results of their Seasonal Assessment, the Group Committee should ask how the Section is improving any problem areas identified by the review. Facilitating the Plan-Do-Review process is great, but if Sections aren't improving elements of the program based on their review, then the cycle isn't complete. If youth have attended the meeting, the Group Committee should also ask the youth how they're enjoying the program this year and what their highlights have been so far.

Group Committee members should also ask what they can do to assist the Section. There are many ways that members of the Group Committee can provide effective in-person support to the Section, even if they have limited program-facilitation knowledge, such as: distributing recognition for outstanding service or completed training, helping to facilitate a parent meeting, acting as the second Scouter on personal progression reviews, helping youth understand fundraisers and how they can better fund their adventures, or helping to recruit new parents to volunteer.

### 7 Ensure seasonal assessments are entered in MyScouts.ca.

This simple step finishes the process each season. The results can be entered by a Section Scouter or the Group Commissioner and Registrar. Sections who have completed **three of the four seasonal assessments** and have had the results entered in MyScouts.ca, will receive the Quality Section designation. This designation appears on the Section's Organizational Profile page and in "Find a Group" results.

Complete instructions for entering this information can be found on the [Help Centre's Online Support Centre](#).

#### IMPORTANT NOTE

Sections are expected to complete the Program Quality Assessment process for a minimum of three program cycles each year. Sections who complete and enter three seasonal assessments for a given Scouting Year will be identified as quality Sections on [MyScouts.ca](#).