

INTERNATIONAL SCOUTING EVENTS

Adult Application Guide





Scouts
AUSTRALIA

A Scouts Australia Publication

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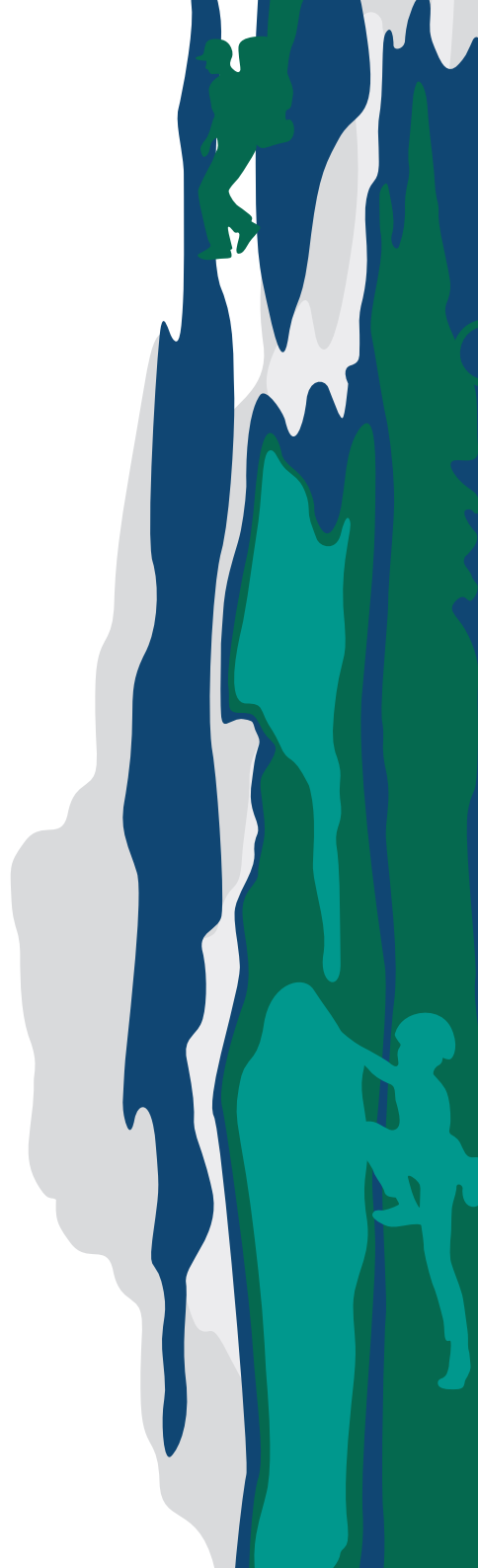
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Contents

Introduction	1
Adult Applications.....	2
Line Leaders.....	3
International Service Team.....	4
Child Protection	5
Exploring Cultures.....	6
Preparation.....	7
Event Commitment.....	8
Welfare Support.....	9
Inclusion Opportunities	12
Youth Leading.....	13
Adult Supporting.....	14
Common Considerations.....	15
FAQ's.....	17



Introduction

Welcome

International Scouting events are a highlight for all Scouting members.

The contribution of adult volunteers is essential to the successful delivery of every Contingent that is formed by Scouts Australia. Without sufficient Adult Members, it is not possible to accept all of the Youth Members who apply to attend the overseas events that are available.

Adult Members are required to assist as Line Leaders, or as members of the International Service Team (IST) or Contingent Management Team (CMT).

This guide is designed to provide an overview of the responsibilities of Adult Members attending International Scouting events and help to inform applicants of their expectations as a volunteer should they choose to submit their application to attend.

Adult Applications

Adult Ratios

Scouts Australia is committed to supporting all Youth Members to have a safe and enjoyable International Scouting experience. It is therefore imperative that the adults chosen to support our Youth Members are appropriate and not in excess.

The maximum number of Adult Members in an Australian Contingent (excluding Rover Scout events) is equal to one third of the total size of the Contingent.

Many events receive more adult applications than can be accommodated in the Contingent. Each Contingent will therefore complete a selection process in conjunction with the International Commissioner of Australia to review adult applications and identify those volunteers that will best satisfy the needs of the Contingent within the available adult quota.

A further contributing factor is the number of IST to which the host country limits the Australian Contingent. In some cases this may mean that the total number of adults will be less than one third of the Contingent.

You will be notified prior to the second payment if your application has not been successful.

Line Leaders

Purpose

Line Leaders are responsible for the welfare of our Youth Members from the time that the Contingent departs Australia until their return after the event.

Qualifications

A Line Leader is required to have completed Leader of Youth Training prior to appointment as a Line Leader in an Australian Contingent. They must have experience as an adult leader in the relevant section that matches the participant age range at the specific event.

Responsibilities

A Line Leader is on call 24 hours a day. They are the first responder to any incidents in the Troop and are constantly monitoring the health and welfare of the Youth Members assigned to the Troop.

Event Experience

At many events, the Line Leader will be asked to accompany their Patrol for supervision. At other events, the Line Leader may be able to send the Patrol to their activities whilst the Line Leader remains in the Troop campsite. Sometimes, the Line Leader may be able to participate in some activities, but this is not common, and priority for activities is always reserved for the Youth Members.

Adult Welfare

The role of a Line Leader is very demanding, especially for an extended itinerary which could be three or four weeks duration or even longer.

Line Leaders will normally be rostered at least one day during an event that is free from direct supervision of youth. This provides the opportunity for a Line Leader to depart the event site and do their own sightseeing.

Selection

A typical Troop at an international event has 40 members and is arranged in four Patrols each including 9 Youth Members and 1 adult Line Leader.

The Australian Contingent will review all adult applications and endeavour to plan every Troop to have a mix of:

- Male and female adults with experience in the relevant section
- Younger adults (18-29 years) and older adults (30+ years)
- Adults with no international experience and adults with frequent international experience
- Different Branches (especially those with youth participants)

International Service Team

Purpose

International Service Team (also known as IST) include all adult volunteers that fulfil roles at an International event other than the role of Line Leader or Contingent Management Team.

Qualifications

A member of the IST is required to be a current Adult Member of Scouts Australia. This includes Rover Scouts, Adult Leaders, Scout Fellowship Members or Adult Helpers.

Responsibilities

A member of the IST is rostered to complete a task assigned by the Event Organising Committee. IST often receive their work assignment on arrival at the event, or only shortly before departing Australia.

IST applicants with specific qualifications in adventurous activities or certain specialty roles, may be requested to assist in these roles at the event.

IST roles range from activities to entertainment, catering to cleaning, and administration to security.

Event Experience

IST roles are normally completed in regular shifts of eight to twelve hours a day. All IST roles are essential to the safe and efficient operation of the event. As such, there is often little or no opportunity to change your role after assignments have been distributed.

Adult Welfare

The role of IST is very demanding. All IST would normally receive at least one day during an event that is free of duties so that they can depart the event site and do their own sightseeing.

Selection

The Australian Contingent will select members of the IST to ensure a good mix of age and experience.

Child Protection

Safe from Harm

The safety of all Youth Members is the highest priority of Scouts Australia.

All Contingent members should have knowledge of the content of the Scouts Australia Child Protection Policy and Prescribed Procedures.

Buddy System

When attending International Scouting events, it is a requirement that all Youth Members observe the buddy system at all times.

In other words, all Youth Members must always have at least one other Youth Member with them when outside of their designated sleeping area. This is important in case of an emergency - even for toilet visits during the night (especially in non-English speaking countries).

Minimum Adult Requirements

All Adult Members are required to submit a current Working with Children Clearance at the time of applying to attend any event.

All Adult Members are also required to have completed online training in Child Safe Scouting. (Sometimes this will include event specific online learning in addition to the Scouts Australia training.)

Two-Deep Leadership

When adults are supervising and conducting Scouting activities involving Youth Members, it is important that an adult is never alone with an individual Youth Member.

Any individual conversation needing to be out of hearing, must still be conducted in sight of other members.

At least two adults should be present at all activities, except in unexpected, unusual and unforeseen circumstances. This requirement is to protect youth as well as adults and is referred to as "Two-Deep" leadership.

Exploring Cultures

Unique Experience

Scouting presents a unique experience to learn new activities from different cultures. Participants are encouraged to attempt every activity with enthusiasm no matter how different they may be compared with Australian programs.

Participants should commit to actively engaging in the entire cultural experience on offer. In doing so, every Youth Member must demonstrate respect and maturity at all times.

Parent Consent

Whenever facilities or procedures at international venues are different to Australian expectations, informed advice is provided to participants and their parents/guardians before departure (e.g. whenever separate showers for Youth Members and Adult Members are not available, whenever communal saunas or bathhouses are planned to be used as part of the program, etc).

Age of Consent

Age of Consent varies considerably from country to country. The Australian Contingent Leader will inform participants and parents/guardians of these differences and ensure that an appropriate enforcement of the most responsible rules (Australia vs overseas) is applied for the purpose of the Contingent (e.g. communication may be required when homosexuality is prohibited in a specific country, when the legal age of consent is higher than in Australia, when the drinking age is higher than in Australia, etc).

Preparation

Experience

Attending a major National Scouting event in Australia is highly recommended before applying to attend an overseas event.

Applicants should also consider speaking with Adult Members in your local area that have attended International Scouting events and learning from their experience.

Patrols

All Line Leaders are encouraged to connect with the Youth Members in their Patrol as early as possible before departing from Australia.

The Australian Contingent may implement dedicated forums for you to communicate with the Youth Members in your Patrol. If not, speak with the Contingent Leader to learn of the preferred method of communication.

Your role as a Line Leader is to encourage all Youth Members to introduce themselves and build a rapport with each other that will be of vital importance once they meet together at the event.

Invite your Patrol Members to establish a Patrol identity and discuss the activity choices that may exist for your Contingent. Research completed as a Patrol prior to departure will help to understand the preferences of every Youth Member to best satisfy their expectations for their overseas travel.

Physical Fitness

An International Scouting Event is a physical event and you will need to ensure that you are fit enough to cope with the expected conditions. It is suggested that as a minimum you are able to walk 10,000 steps per day, with at least 30 minutes of these being consecutive.

IST

IST members usually do not find out their role allocations until arriving at the event.

When role allocations are assigned, it is very worthwhile to link into any established forums to introduce yourself to the other members that you will be working with from around the world.

Event Commitment

Travelling as part of a Contingent

The Contingent will travel to and from the event together. All Line Leaders are required to arrive at and return to the nominated airport. The Contingent will check in as a group and after going through Immigration and Security, they will be expected to keep together at the gate until they are asked to board the plane.

Seating on board the aircraft is normally assigned by the airline. Allocations may be arranged alphabetically or by Patrol and the Contingent has no influence in this decision.

Some Contingents may offer independent travel to and from the destination country for IST members only. Despite being adults, the Australian Contingent still has a duty of care for all participants, and based on risk assessments, the availability of independent travel will vary from event to event. It is therefore essential that applicants consider the available travel options before registering for a specific event.

Troop Life

A Line Leader will normally be allocated to a Troop that is different from their children if they are attending the event from the same family.

Regardless, a parent is not to interfere with the decisions of another Troop over the welfare of their children. All Adult Members of the Contingent have the best interest of the Youth Members and must make decisions in the best interest of the entire Troop and not exclusively for any one individual.

At all times, the Adult Members of a Contingent must support the decisions of other Adult Members in the execution of their responsibilities.

Should you disagree with the decision you may take it up in private with the other adult and then escalate to the CMT if required. At no time though should you discuss this within hearing of the Youth Members.

Welfare Support

Safety

The safety of all Youth Members is the highest priority of Scouts Australia.

Ensuring all participants have access to appropriate food, water and shelter is of paramount importance.

To assist the Contingent Management Team, it is essential that all medical details and emergency contacts are updated in the online registration system whenever a change occurs prior to departure.

You are also reminded to tell someone if you have a problem, are sick, or just not having a good day. Our volunteers can help if you tell us, we cannot help them if you don't tell us.

First Aid

The delivery of basic first aid is a responsibility of the Patrol. Every Patrol will have at least one qualified first aider and a suitable first aid kit available.

All Line Leaders are responsible for supervising the first aid response. If a medical incident is more severe than can be handled by a basic first aid kit, additional medical assistance must be sought within the local Sub Camp or nearest First Aid Post.

Any medical incident that requires escalation beyond the Troop must be reported to the Australian Contingent Team for continued management.

Medical Incidents

If a medical incident occurs, all necessary first aid will be provided to you.

The Australian Contingent Leader or other representatives of Scouts Australia will communicate with your emergency contacts whenever a serious medical incident occurs requiring hospitalisation or medical treatment.

Medications

It is your responsibility to ensure that you have a sufficient supply of any medication that you need to take on a daily basis. Scouts Australia recommends talking with your doctor to confirm that the medication is allowed into the destination country. It is also a requirement that you take any prescriptions with you on the trip to ensure that replacements can be obtained should the need arise whilst overseas.

Any medications that will be required during the flight must be packed in your carry-on luggage and it will be your responsibility to make sure you take it when required.

You may need to work out what times to take the medication due to time differences, especially if the flight is a long one and it will impact on the times you usually take specific medication each day or if it needs to be taken with food.

Please ensure when completing your application that you inform the Contingent Leader of what the medication is and the reason you take it. The more detail you provide, the better prepared the Contingent will be and this can save a lot of stress and anxiety for you and the Contingent should an incident occur while overseas.

An International Scouting event is not an occasion for you to take a "medication holiday". The intensity of the itinerary whilst overseas and the unfamiliar routine can significantly increase your stress, and maintaining normal medication intake may be critical to ensuring your safety and wellbeing.

You will be responsible for taking your own medication. If you feel unwell at any time, you must inform a member of the Contingent Management Team.

On larger Contingents, a dedicated Health and Welfare team will also be available to assist with any medication issues.

If you have any concerns, please speak with the Contingent Leader well in advance of the journey to ensure appropriate management plans can be implemented.

Dietary Restrictions

The Australian Contingent has very little control over the menu provided to participants at overseas events. However, every event will have alternative foods on offer and the Australian Contingent also has the ability to source additional ingredients with sufficient advance notice.

When allergies or other dietary restrictions are reported to the Australian Contingent in their application, these requirements are notified to the event organisers so that they can cater for our participants.

If you are not eating sufficiently, you must communicate to the Contingent Management Team at the event so that extra food can be provided.

It is important to remember that every culture and every country will have different local foods that may be an entirely new experience. Every participant is encouraged to try these new meals and maybe even find a new favourite food!

Mental Health

An International Scouting event can be a very demanding and challenging experience for all members.

Participants are away from their family and friends and are operating to a schedule that is not their normal routine. This can be a significant challenge for some members.

Participants must be reminded to drink water regularly and get adequate sleep. Youth Members and Adult Members alike need to take every opportunity for rest and relaxation to ensure they have the energy to complete any extended itinerary.

Past experience has shown that there are lots of “hidden disabilities” and the Contingent would expect all participants to fully inform them if you suffer from any conditions.

You may think that it isn’t worth mentioning as you can control it at home, or perhaps you are concerned that if you do say something, you will then become ineligible to attend the event. Please be assured that this is simply not the case.

The reason we need to know about these kinds of special needs is so we can manage them while we are travelling. It could be something as simple as your having dyslexia and struggling to complete an arrivals card and being too embarrassed to ask for help.

Inclusion Opportunities

Accessible Events

Scouts Australia aims to ensure that every Youth Member has an enjoyable overseas experience and has great memories that they will remember for a lifetime.

Adult Members are recruited to support our Youth Members in fully participating in each event.

Making a decision on the most suitable International Scouting event can be difficult if you have special needs.

Scouts Australia does however coordinate opportunities to a wide range of different overseas events. It is therefore important to consider which event is most suited to your interests, abilities and individual needs.

When considering a particular event, members are encouraged to contact the relevant Contingent Leader or the International Office for more information.

Wheelchairs and Mobility Aids

The Australian Contingent will do their best to accommodate any member requiring use of a wheelchair or mobility aid provided that all information is fully disclosed in the event application.

It is important to provide details of the type of wheelchair or mobility aid to be used to assist the Contingent Management Team with coordinating arrangements for flights and buses during throughout the itinerary. Our volunteers will work closely with the airlines and other transport providers to ensure all members are provided with the extra assistance they require.

Most events involve a lot of walking around the site and to and from all of the activities, and frequently includes grassed or uneven terrain. Therefore, the more information we can pass on to the event organisers, the more support we can arrange with access to the event.

Youth Leading

Decision Making

Youth leading in the Scout and Venturer Scout sections features increasing involvement in the decision making process.

Youth Members may need to elect their Patrol Leader or decide on optional activities at a specific venue. They will discuss the menu for each meal, and coordinate the duty roster within the Troop.

Adult Supporting

Facilitation

Youth Members require extensive support at an International Scouting event.

Participants may be overwhelmed by the cultural differences at the event, or suffering from the change in climate or timezone.

Specific participants may be the only Youth Member from their local area back in Australia and struggling to adapt to their new Patrol or Troop environment.

Line Leaders are therefore responsible for facilitating the successful delivery of the itinerary.

The Troop Council is an important function for allowing the Youth Members to consider important decisions about their experience. Line Leaders should assist the decision making process by providing prompts and examples to assist in the discussions. A Line Leader should never make the decision themselves unless a greater safety risk exists.

Common Considerations

Delays

It is inevitable at large Scouting events that there will be delays in transport, food delivery and activities.

It is of upmost importance for the welfare of our Youth Members that all Adult Members present an image of unity and calmness.

Adult Members must have trust that the Event Organisers and the Australian Contingent Team will be working tirelessly to ensure that any delays are resolved as soon as possible.

Adult Members should therefore provide reassurance to other Contingent members that the delays are expected. Where possible, Adult Members are encouraged to distract the Youth Members with games and discussions whilst the delays are sorted. Participants may be cold and hungry, however a positive adult influence can still ensure a safe and memorable experience for all members.

Noise

A subcamp is not a quiet place, and your tent may be located close to a road or generator. This is nothing personal, rather it is the luck of the draw.

You know your own limitations so if you cannot sleep in a noisy environment consider packing some earplugs.

Sleep Deprivation

For many reasons you may find that you are not getting enough sleep, this could be due to the noise or the amount of socialising that you are doing at night.

A Scouting Event is an exciting time and you want to make the most of it, but to do so you need to look after yourself. Ensure that you head to bed early every three or four nights.

If after everything you are still not getting sleep contact the Contingent Management Team as it is your responsibility to ensure you do not become a burden on the Contingent.

Special Diets

Whilst every care is taken to cater for special diets there are still some times where things go wrong in overseas locations. If you have a special diet, it is recommended that you carry some “snack” type food that will allow you to at least eat something whilst alternatives are arranged.

Airlines have even less choice in regards to catering for certain special diets. Carrying some spare food items can therefore be very useful when flying as well.

Loss of Personal Belongings

This is not an unusual problem on many events and the Contingents do have processes in place to help avoid a lot of anxiety for the person who has lost something.

Mobile phones unfortunately are very easy to misplace and there is a lot of grief from a participant who has taken many photos of their trip using their phone and then the phone is lost.

Rest assured, we can assist in sharing photos or contacting family to advise them that the phone has been misplaced.

It is suggested to avoid taking a “state of the art” mobile phone to any International Scouting event. As we always reiterate at all our Orientation Days to all the participants, please do not bring anything on the trip that you cannot afford to lose.

Participants are reminded not to bring valuable items to any overseas event. No responsibility will be accepted by the Australian Contingent for any electronic devices. "If you can't afford to lose it, don't bring it!"

Frequently Asked Questions

FAQ'S

What should I do if I have a Youth Member behaving inappropriately?

The most important thing in the first instance is to communicate with the Youth Member and see if you can resolve the problem. Always ensure that you observe “Two-Deep” Leadership. If the problem continues, contact another Adult Member for assistance, or if necessary contact the Contingent Leader.

Should I take sleeping tablets if I suffer from poor sleep?

It is not recommended that you take sleeping tablets, unless they are prescription medication for a pre-existing condition. Adult Members at an International Scouting event must also be capable of assisting in an emergency during the night thus making sleeping tablets a liability.

Can I drink alcohol whilst at the event?

Whilst some countries may have a Scouters Club where alcohol is available, most International Scouting events are “dry”. Furthermore, a Contingent may declare that the whole trip is alcohol free, including on the aircraft. This does not stop you purchasing Duty Free alcohol on return to Australia.

Can I sleep with my partner?

Usually tents are single sex only, this may change depending on the country hosting the event.

Will I get any time off during the event?

All adults would normally receive at least one day during an event that is free of duties so that they can depart the event site and do their own sightseeing.

What if I am not happy with the job that I am allocated?

All IST roles are essential to the safe and efficient operation of the event. As such, there is often little or no opportunity to change your role after assignments have been distributed.

What do I do if I have a personality clash with my work colleagues?

The most important thing in the first instance is to communicate with the other person and see if you can resolve the problem. If the problem continues, contact another Adult Member for assistance, or if necessary contact the Contingent Leader.

Will I be able to participate in any of the Youth activities?

Sometimes, the Line Leaders may be able to participate in some activities, but this is not common, and priority for activities is always reserved for the Youth Members.

How safe is it to leave valuables in my tent?

It is not recommended that you bring anything that is valuable or sentimental, whilst your tent should be safe it is not lockable and even if you do put a padlock on the zipper the walls are only canvas.

I need a CPAP machine to sleep, will I be able to be allocated a powered tent?

No, power is not available in the Troop Sites or IST subcamp tent lines. You will need to have a battery powered CPAP machine. You will then need to transport the battery to an available charging station during the day.

Can I be rostered for my day off with my partner?

If you are able to arrange this with the two team leaders that is a bonus, however usually your day off is allocated based on the schedule for your team. You might be able to swap with another team member.

Can I hang around with my child in my free time?

This is discouraged as your child will be participating in the youth program of the event as a part of a functioning Patrol. Interference from family members disrupts the dynamics of the Patrol seriously impacting the experience of your own child as well as the experience of the other Youth Members.

You can however arrange to visit their Troop site at a convenient time, though it is encouraged that you allow them to have the same experience that the other youth without their parents on site are experiencing.



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