

The "**Star Awards**" is a Crew management and self-evaluation system which is also used to recognise Crews who are meeting the Aims of SCOUTS South Africa. The Scout methods used are the tools that make Scouting different from any other youth organisations. The "**Star Awards**" also serve as an essential tool for Crew Councils, Commissioners, Regional and National Staff to identify areas where support is needed

The Star Awards take account of the activities completed between **1 January and 31 December** every year.

### **Star Awards Timetable:**

October of previous year	CC , with RS / RTC: Rovers agree on Star Award goals for the following year.
May/June	Rover Support Team Member, RTC: Rovers or DC visits each Crew and assists with first self-assessment evaluation. Crew Chair and Crew Council are guided on how to improve and overcome any challenges in order to achieve the gold award. These results are entered into the "1 <sup>st</sup> Eval. " column on the evaluation form.
November/December	The second assessment is carried out. Results are entered in the second column with comments and venues of activities, etc. in the "comments and details" column.
7 <sup>th</sup> December	Deadline for completed forms to be received by the Regional Team Coordinator (RTC): Rover Programme. The RTC checks the forms, compiles summary spreadsheet and records the results for their strategic planning for the next year.
21 December	Deadline for completed spreadsheet along with comments from RTC RP to be received by the Chair: National Rover Programme.
31 December	Deadline for completed spreadsheet to be received by the National office
31 January	Completed forms to be received by the Regional Team Coordinator (RTC): Rover Programme. The RTC checks the forms, compiles summary spreadsheet and records the results for his/her strategic planning for the next year.
Early February	National Office will issue Certificates in time for BP day parade. <b>LATE ENTRIES</b> Awards will not be available for BP day parade
25 <sup>th</sup> February	Deadline for completed spreadsheet to be received by the National office
March	National Office produces additional certificates and all Badges

### **Additional Information:**

- Every Crew must complete an assessment, complete and submit the forms. Participation Certificates are awarded to Crew that do not achieve a Bronze or higher.
- The Star awards system is very important for the progress of Crews as well as for the monitoring, support and ongoing development of the Rover Programme. The RTC: Rovers or Rover Support Team Member should carry out each evaluation as part of their quarterly Crew visits.
- It is recommended that the same evaluator should carry out both evaluations.
- The Crew Council and/or Rover Scouter should be regularly assessing how they are doing but may not carry out the formal evaluation of their own Crew.
- The evaluation form should be used as a guide for ongoing discussion between the Crew Council, RAC, and the RTC Rover Programme about the Crew goals and the support needed.
- The comment column must be used for details of successes and growth areas, which should be discussed in detail with the Crew Chair.

### **Purpose and overview of the Star Award programme is to Assess and Review:**

- The implementation of the Rover programme within the Crew;
- The methods for the implementation of the programme;

### **How does SSA support the achievement of this award system at the Crew level?**

1. The Rover Support Team Member assigned to the Crew holds an action planning meeting with the Crew. If a Rover Support Team Member is unavailable, a DC or other key District staff or RTC:Rovers can be used to ensure that every Crew holds this meeting.
2. At the Crew action-planning meeting, use the Star Award evaluations form as a guide in deciding on activities and developing goals for the Crew to achieve in the year ahead.
3. Ensuring that the Rover Support Team Member or a designated volunteer completes and submits the completed form, by the deadline, for the Crew.
4. The goal should be to improve the quality of the Rover programme and help every Crew in the Region to qualify for an Award each year.

### **When to conduct the evaluation and feedback meetings:**

1. After the Rover Support Team Member / RTC: Rovers has visited the Crew for the first evaluation.
2. Annually, to review strengths and areas of improvement to help provide direction for needed support, preferably before the final review and prior to your annual planning for the year ahead.
3. As needed when a problem may be identified.

### **How should the arrangements for this meeting be set up?**

1. The Rover Support Team Member / RTC Rovers speaks to the Crew Chair / RS during the first Crew visit to schedule the meeting date, time, and location.
2. The dialogue should include approaching the Crew Chair / RS after the meeting and requesting that a second meeting be set up with the Crew Council.
3. Setting the meeting, preferably at the Crew meeting place.
4. Asking them to complete the Crew assessment form prior to the meeting, it is their self-assessment.
5. Letting them know the visit will include a discussion of the self-assessment form and how the goals and vision of their Crew's programme can be supported

### **What preparation should be made prior to the action planning meeting?**

Review the statistics of the Crew available from the RAC, especially to review:

- Star Award achievements from the previous year
- Outdoor programme participation
- Advancement reports
- Trained leadership status
- Recruitment strategy
- Participation in District and Regional events
- Review the Crew self-assessment of goals and activities to achieve

## **Frequently Asked Questions about the Star Awards**

### **Question 1— when will the Star Award assessment forms be available to Crews?**

Answer— Crew forms will be available from your Regional headquarters by the end of February each year. They are also available to download from the national Web site, [www.scouts.org.za](http://www.scouts.org.za)

### **Question 2— How does a Crew start the evaluation for the Award?**

Answer— Crew leadership will meet with their assigned Rover Support Team Member or RTC:Rovers to review the Crew's programme and establish programme objectives. This should be done prior to the start of the new calendar year.

### **Question 3— When will Crews be able to qualify to earn the award?**

Answer— All registered Crews are eligible and should participate and earn a certificate. The dates are in the timetable above.

### **Question 4— How will the criteria for the award be distributed and explained to all Regions?**

Answer— National publish the requirements annually, The Regions must use all opportunities to explain the system. It should be an item, on RAC's and Crew Council meeting agendas.

### **Question 5— Are there other ways to learn about the Star Award programme?**

Answer— The programme explanation can be found on the Web site [www.scouts.org.za](http://www.scouts.org.za); or in most Rover literature.

**Question 6— When will the recognition items be available?**

Answer— If the forms are received by the RTC Rover Programme 7<sup>th</sup> December, the certificates will be available for BP Sunday. If the submissions are only submitted by end January , they will only be available about the end March.

**Question 7— Can I obtain an electronic version of the Star Awards form?**

Answer— Yes, you can download it from [www.scouts.org.za](http://www.scouts.org.za) under the Rover Programme tab.

**GUIDELINES FOR COMPLETING THE FORM:**

Upon review of past Star Crew assessments a tick box system hindered many Crews in achieving any form of status of Bronze, Silver, Gold. All requirements were of equal weighting, the only difference was the number or percentage in order to achieve it. Through the Rover Indaba, this revised system has been generated in points for achieving each requirement.

N/A has been used on requirements so as not to limit the Crew in further achieving in these areas or where these events may not be feasible given the current Lockdown restrictions.

***The resources may vary from each Region, and it is the decision of the RTC-Rovers / RC who in consultation with the Chair: National Rover Programme can amend these requirements based on available resources.***

***Due to the restriction of activities from COVID-19, these requirements have been reviewed on the 2020 submission. As the new score system proved success with the highest number of returns received since Star Crew submissions were introduced. These requirements have been kept the same.***

The new requirements have placed great emphasis on:

- Crew Activities, where the use of technological allows for meetings and events.
- Service to the Community through different initiatives Crews can become involved in.
- Social media presence where Crews can share ideas, and achievements in their activities.

**STAR CREW 2021 REQUIREMENTS****ADVENTURE**

An outdoor adventure is an exciting, challenging experience, which is characterised by uncertainty of outcome and perceived risk. Examples could be a hike into new territory or an activity away from the Crew Meeting Place/Den. These events/activities include RAC's, inter-Crew meetings such as Blik challenges, social tea-cups or other activities. Make sure your crew has some fun in the year. Organise a braai, run a Minute-To-Win It evening, there are plenty of ideas. Virtual and online events can be included within these activities.

**Organised** – These are events that are run outdoors anything from camps, hikes, competitions, Pop Bolton, etc. These events need to relate to Rovering.

**Crew Social** – Events that the Crew is running to keep morale up, miniature golf, Crew quiz night, etc.

**Inter- Crew Events** – These events should include at least one other Crew and is run by the Crew hosting the event.

**Region Rover Events** – These events can be run as formal meetings like an RAC or Training workshop or can be fun like a Region Rover cooking competition.

## SERVICE TO SELF

Ensure your Crew is progressing through the Rover Programme by encouraging Rover Advancement. Crew members need to achieve a Bar, Award or Challenge Award.

**Scouting Courses** – Scouting courses need to be at least 8 hours **OR** 1 x full day course. Attendance certificates should be proved during the Star Crew review process.

**Non Scouting Courses** – These courses need to be a minimum of 8 hours and a certificate of completion or attendance should be included. These courses could be training such as like barista making, photography, professional barmanship, etc.

**Bar / Awards / Challenge Awards** – This requirement seeks to recognise individuals who achieve across the Rover advancement. In any year of assessment the maximum number of points may not be achieved, it is recommend that Crews take this into consideration when planning their Star Crew. By not achieving advancement points in a year there may be some areas/activities that would need to be increased to achieve an award. Crews that have a steady stream of recruitment should maintain their advancement progression by new Rovers achieving advancement. Challenge awards include those from WOSM such as but not limited to Messengers of Peace, Scouts Go Solar, Champions for Nature, Plastic Tide Turners, Patrimonto. Scouts of the World Award, Dialogue for Peace

## SERVICE

This is a fundamental of Rovers being a service branch. Make sure your Crew is contributing to assisting at Group, District or Regional level. The best advice for this is to take the number of hours and split them up over the year to work on a community project/ charity. This will make completing these hours easier.

**Group / District / Region Events** – Crews who contribute to Movement service can be at any of the three levels; Group, District, Region. These could be running the annual District Swimming Gala, assisting as badge examiners at a specialist interest badge camp, etc. Remember the requirement can either be assisting at the event or running the event. It will depend on the Crews availability and needs of the event.

**Training** – Crews that offer assistance as staff on any of the Scout Training Courses qualify for this requirement. These can be across any of the Scout Leadership Courses as well as Adult Leader Training. The RTC: Scout Programme and RTC: Adult Leader Training in consultation with the Course Director will be able to confirm if the Rover has the required skills to undertake their role in the course staff.

**Community** – Rovers who have actively contributed to service during the year, can achieve extra points for each hour completed.

## CREW LIFE

**Growth** - Show how your recruitment strategy is working with at least 1 new invested Rover (Squires do not count). It is essential that Crews actively recruit annually to ensure their numbers grow. Crews who do not recruit run the risk of closing due to no recruits joining. As Rovers age together based on different life stages it becomes harder to introduce younger recruits to join an "older" Crew.

**Retention** - At least 6 Rovers in your Crew. (Recruits do not count).

**Succession** - Ensure your succession planning has worked with an incoming council appointed, or that an AGM has been held.

## ADMIN

Make sure these are up to date. Paperwork not your thing? Keep things digital by a well maintained Social Media Page and Google Drive Library. Log these hours virtually so all Rovers can see your Service achievement or keep a well document logbook in your Crew Den. Make sure your Crew Charter is updated and available. Make sure your Crew Registration Forms have been submitted.