



# READ ME FIRST !!

## JUMPSTART INTRODUCTION

Welcome to the magical world of Beavers! You have joined more than 30,000 other adults serving young people as leaders. This resource is designed to help you through the early stages of program planning for a Beaver colony. As you read through the material, you will find answers to many of the program-related questions most Beaver leaders ask.

Do you feel a bit unsure or overwhelmed with the task of thinking up interesting Beaver programs?

This is normal. We all experienced those same feelings.

The JUMPSTART program resource will give you enough background information, ideas, and confidence to “jumpstart” your planning so you can begin having FUN with your Beavers.

## HOW TO USE JUMPSTART

Scouts Canada developed JUMPSTART to help get you off and running with a fun-filled program as quickly as possible. Remember these tips:

- Be flexible when planning and delivering your programs. While this package gives you a starting point, unforeseen events can alter the basic plan. Flexibility will make the meeting more enjoyable and easier for both you and the children. Times found in JUMPSTART’s weekly planning schedules are approximate only; change them to suit your needs.
- Shared leadership means sharing the workload. When every leader accepts a job, no one feels over-burdened with all the work. This makes running a colony more fun. JUMPSTART’s weekly planning schedules provide space to record which leaders have responsibility for various activities.
- Keep notes. Was the program a success? What worked? What didn’t work? At the bottom of every weekly meeting schedule, JUMPSTART provides space to record these details. Plan to stay after the meeting to discuss the program with your fellow leaders. Not only will this save time, but future programs will run smoother and you won’t have to schedule a separate leader meeting to discuss program planning.
- Be creative. JUMPSTART material sets out a basic plan; don’t feel tied to it. Your own creativity will add even more fun and excitement to your program.

## WHAT IS BEAVERS ALL ABOUT?

Before planning a program, you need to know something about this age group. Your program should be fun and within the average Beaver’s abilities to participate. Beaver-age children are at a special time in their lives. Full of wonder and imagination, they love to start new projects and explore nature; they are learning to make new friends and develop important social skills.

Scouts Canada sets out more formal guidelines for the Beaver program. In Beavers, we emphasize activities which encourage the children to:

- find examples of God’s love for them and the world
- experience and express love and joy
- be healthy and have good feelings about themselves
- develop a sense of belonging and sharing in small group activities
- develop a sense of cooperation through noncompetitive activities
- express themselves
- appreciate nature.

The essence: We want Beavers to begin life having lots of fun, while feeling good about themselves, their friends and God, and the environment. At this stage in a child’s development, it is extremely important for each Beaver to acquire basic social skills and personal feelings of self-worth. For a Beaver, a good program includes the fun and challenge of trying new experiences where every child is appreciated and considered a member of the team. As a leader, you will be

helping Beavers to develop the social skills and self-confidence necessary for them to try even more exciting experiences later on in life.

The simplest way for you to develop a program that creates these opportunities is through the use of imaginative, theme-based activities.

Before we get into the actual workings of some popular program themes, let’s review how to plan a program. Once you know the process and how to involve Beavers, it won’t be long until you are putting your own great ideas into action!

## PROGRAM PLANNING

Effective planning is the key to providing a program which meets the needs of Beaver-age children. The time spent planning and preparing is reflected in the quality of the program and the experience that the youth receive.

Use the Beaver program guidelines as an initial gauge for measuring whether a particular activity idea is appropriate for the program. The guidelines are also the tool for evaluating the design of the section program.

Planning makes all leaders fully aware of their commitments; it helps them equip themselves for the job ahead.

What else is important?

Plan more activities than you need. If one part of the program does not seem to be working, be flexible and switch to a backup activity. This will also help reduce discipline problems caused by boredom during lag times between activities.

## WHO PLANS?

Although group decision-making may sometimes be slow, when the leadership team shares planning responsibility, individual burdens are greatly lessened.

Before getting too carried away with planning, don’t forget an excellent resource — the Beavers themselves! Ask them about their interests. Give the children an opportunity to brainstorm ideas and themes. Write these suggestions down for later use in picking programs.

Meet with your leadership team and develop common themes. They will more easily accept ideas that are generated by the children and packaged into themes. The team will see a purpose in their work; this will generate enthusiasm.

JUMPSTART plans break down into specific themes and meetings.

## LONG, MEDIUM AND SHORT RANGE PLANNING

### *Long Range*

Choose about 10 themes offering a good variety of interests, when planning for the entire year. Estimate how many meetings each theme requires.

On a calendar, mark down the following:

- regular meeting dates
- school vacation periods
- special holidays
- Area events (e.g. Apple Day)
- special community events
- special weeks (Scout/Guide Week)
- hiking/camping activities
- dates when the meeting hall is not available.

Now add other special dates, e.g. religious celebrations that might provide themes for your planning. (See your leader’s handbook for further details.)

Write in the themes you want to do with your section, keeping in mind the need for flexibility. You may need to change some things to suit others.

Be realistic when you estimate budget costs. The group will have to raise whatever your section needs. Prioritize your list in case you cannot do some things. Keep in mind, the budget is subject to the group committee’s approval.

Now that you have a long term plan, use it as the basis for a medium and short term plan.

### Medium Range

A medium range plan covers a period of two or three months. Its purpose is to:

- decide on community resources you need, and make necessary contacts
- gather necessary equipment
- set goals related to themes
- determine needs/interests of youth members
- designate specific program responsibilities to all leaders
- communicate with parents
- evaluate past programs and make necessary changes
- brainstorm so as many activities as possible occur outside.

When developing your monthly programs, use a combination of program elements (the kind of combinations you will discover in JUMPSTART) to ensure variety in how activities are presented. These elements include: music, storytelling, playacting, crafts, games, outdoors, and spiritual fellowship. Use these elements to avoid a boring program and to hold your children's interest.

### Short Range

You are now ready to prepare detailed plans for a specific time period — a month or a weekend event. Sit down with the entire team to prepare the meeting plan. During this meeting the team may want to “preview” the theme by doing such things as:

- making the crafts
- practising ceremonies
- learning new songs.

This “practice” prepares the whole team to help implement the activity and ensures any of them are ready to fill in if needed. After the meeting, check back to see if your program activities met the guidelines for the Beaver program. These guidelines help you evaluate whether your program fulfils the needs of Beaver-age children. If your Beavers are having fun, you can bet it meets their needs.

Remember... plan your work, then work your plan, and HAVE FUN!!!!

## DISCIPLINE IN THE COLONY: HELPFUL TIPS

Discipline is a topic Beaver leaders are always considering. Here are some tips to help you establish and maintain the necessary degree of control while encouraging acceptable behaviour.

1. First, recognize that establishing discipline is different from being a disciplinarian. Try to help Beavers develop self-control, not blind obedience to authority.
2. Set and explain to your Beavers colony rules and routines; then follow them consistently. Help Beavers draw up a list of behaviour rules that they think are necessary to make the colony more fair for everyone; create a Colony Code of Conduct. Apply this Code to everyone.
3. Set a personal example for Beavers to see and learn from. Your attitude sets the tone and limits for acceptable colony behaviour.
4. Give ample warning when routines and activities are about to change. This will prevent Beavers from feeling rushed and allow time to make the activity switch mentally.
5. Watch for warning signals that Beavers are losing interest; at this point, change activities.
6. Use praise to reinforce positive behaviour. Let Beavers know you notice and appreciate their efforts to be good or improve.
7. Deal with problems calmly, quietly, and without causing embarrassment to the Beaver. Never use humiliation or name-calling.

8. If things seem to be getting out of hand, call a “time out”, stop the activity and sit everyone down until order is restored. Explain to the Beavers what is going wrong and what is needed to correct their behaviour. Give the Beavers a chance to air their feelings. They may tell you something that was overlooked in the planning. Too often we assume children are aware or capable of knowing what we want, when in reality no one has ever told them.
9. Prepare your meetings in advance so you can show confidence in what you are doing. Have backup activities ready when Beavers get restless. Lag time between activities invites boredom and mischief.
10. Talk with other leaders and parents about discipline concerns that need special attention.
11. Have a Keo. A Keo is an older Cub who becomes part of your leadership team. Keo's role is to help find out what Beavers like to do, assist in planning and leading activities, and serve as a role model.

## FURTHER PROGRAM HELP

### Theme Program Resources

If you would like more ideas and information on theme activities and program planning, look for these resources.

- *The Beaver Leader's Handbook* — tells you everything you need to know about Beavers and the Beaver section, ceremonies, working with children, nature, planning, etc...
- *Fun At The Pond resource book* — 12 years of the most popular Beaver column featured in Scouts Canada's Leader magazine. Full of theme-based ideas and practical how-to information.
- *The Leader magazine* — published 10 times a year, features program-related stories, tips and resource information.
- *Games from A to Z* — jam-packed full of games.
- *Best of the Leader Cut Out Pages* — more tips and program ideas from the Leader magazine.
- *The Campfire Book* — for helping spark the fun in your campfire programs.
- *Scouts Canada's Song Book* — full of traditional and fun songs for all occasions and theme programs.
- *Campfire Program CD/Cassette* — two actual campfire programs to use as is, or to help learn some great campfire songs.
- *The Keo Book* — written for Keo, it will give you ideas on how a Keo can help out in your Colony. If you have a Keo, make sure he or she has a copy of this book.
- *Fieldbook for Canadian Scouting* — looking for adventure? This is where it begins. Lots of great tips and information on
- *www.scouts.ca* - visit Scouts Canada's web site to keep current with program changes, tips and new information.
- *B.P.& P.* — This resource contains Scouts Canada's policies, procedures and more. Some of the documents included are:
  - Duty of Care — contains a Code of Conduct for Adults, smoking and alcohol policies, discipline and other subjects.
  - Camping/Outdoor Activities section: helpful information, outdoor policies, and Accepted Practices for Outdoor activities.
  - Forms — Forms and applications to help you run a safe and approved program.

Scout Councils offer many development courses. Find out when they plan to run the next course. Call your local Group Commissioner or Council office for assistance and information. X