

DSTRICT ASSESSMENT FORM

– is a membership form developed to assist each District and the Region Membership Adviser to focus on growing Guiding and enable Regions to assist and support membership growth in your local District.

Why Grow Guiding? A very important reason is that to continue to be a member of our world organisation, WAGGGS, Guides Australia and therefore Guides at state level needs to have continual growth in its Membership. Some other reasons include:

- More Guides is more fun and a larger peer group for the girls
- Patrol system works better with more Guides in the unit
- More families provide more income for the District and also assists in maintaining your hall and equipment
- With more parent help, you are more likely to find your extra Leaders
- With more Leaders, you have more flexibility with your commitment to Guiding

Leader Notes for use with the District Assessment Form

WHY: To assist you to grow Guiding you need to assess your District by keeping statistics each term.

This process helps you identify areas within units in your District that show successful Guiding and will also highlight areas that will require your time and energy to improve such as recruiting more Leaders, retaining members, providing better programs and for Guiding to be known and respected in your local community.

Areas that need growth & development become your **Goals for your District -**

- * To hold a District meeting every term
- * To gain more 7 and 8 year old Junior Guides
- * To attend more Region and State events
- * To involve more parents and start a support group

A completed District Assessment Form is also a great resource by readily providing the information needed for your AGM report.

WHEN: Once a term at your District meeting bring either your computer to directly fill in the form on the computer and save yourself valuable time or print out of the District Assessment Form and manually fill in the information on each of units that suit your District needs. Eg Your District has a PJG & JG Unit so you only need to fill out these sections

Many District meetings happen in Week 1 each term at the usual unit meeting time so all Leaders can easily attend and Guide meetings start in Week 2. Once the form is completed you have statistics that you compare with the next term's assessment of the District. Over time, this becomes a great planning tool to assist you to identify areas to work on.

WHERE TO SEND YOUR COMPLETED DISTRICT ASSESSMENT FORM; Please forward, preferably by email, each term a copy of the District Assessment Form to

your Region Manager, who will then send it to your Region Membership Adviser. By keeping and updating the information on your own copy of the District Assessment Form you gain a useful resource to plan strategies to improve Guiding as well helping your Region Team plan how they can assist you best in growing Guiding and offer you support in areas indicating need.

HOW TO INTERPRET YOUR COMPLETED ASSESSMENT FORM:

No. of Youth members by age – please check the database as it lists the members in your unit and lists their ages automatically. If numbers are low, you can specifically target this age group to seek new members; it can indicate a need for Guides to progress to the next unit; or a need to start the next level of Guiding. Eg if in JG you have a few 10 year olds & no Guide Unit you need your Region to assist you to decide to whether to open a new Guide aged unit.

New Members – no new members, ask why? You need to recruit new members so you have Guides in every age group. Recruiting needs to occur continuously in many different ways, often targeted to fill the age group gap in your form. Please ask your Region Team or RMA for strategies to gain new members.

Left members – you realise who has left and ask yourself why? Lots of people leave for many reasons, but are they leaving because there are not enough girls their age? Or is the program is repetitive, disorganised or decided by the Leaders? Is the program challenging for the older Guides? Do Leaders need to attend a training to update or learn new skills or be reinvigorated? Are all areas of the AGP provided within a term's program?

Progression – to retain members you need to ensure they have many opportunities to experience active & challenging Guiding with girls within their age grouping.

No. of Youth Leaders – Guiding is very vulnerable if there is only one Leader. You need to be actively recruiting & maintaining 2 or more Leaders. Region teams can assist you with implementing strategies to gain extra Leaders.

District Manager – is an essential position for a successful District to grow and support the Leaders in the District. This is a priority & often help from the Region and MDO's will be needed to recruit a District Leader.

Training for Leaders – Please take time at District meetings to discuss and plan future trainings for your Leaders. It is a great opportunity to encourage the further development of skills and also supporting Leaders gaining their qualifications.

Date of District Meetings - Best held once or twice a term depending on the needs and activities of the District. District meetings are essential to maintain successful Guiding and supporting your Leaders & for implementing growth strategies.

Unit Helper – assists the Leader in many ways and in your District might be counted in the adult ratio required for the no. of Guides in the Unit.

Parent Helper – remember to involve your Parent helper so they feel their time is valued and important at each meeting. Helpers can collect & receipt money and fill in deposit slips ready for banking, make up Welcome to Guiding Kits, run & assist activities, share skills with the Unit etc,

Unit Outings – such as outdoor activities, excursions, service to others and hikes. Let

Guiding be seen out & about in your communities. How do they know Guiding is active in the district if you never leave your hall?

Special Unit happenings – opportunities to showcase Guiding to the community, invite local citizens, past members of Guides, school Principals, council & politicians, playgroups, extended family members etc to District events – AGM, celebrate Unit & District birthdays –

1st, 5th, 10th, 75th etc, renovations, campfires, award ceremonies, open days, come & try, a holiday program such as ‘Be A Guide for a Day’.

Badges Gained - part of the AGP, ask yourself why, if no Guide is gaining a badge? Are some of your Guides being extended and their interests developed and challenged?

Resource Leaders, OP’s and older Guides can assist you to support interests and other opportunities in Guiding – invite them to your meetings to share their skills.

Junior BP, BP, Focus Areas & Queen’s Guide Award – are you providing the opportunity for your Guides to challenge themselves? Need help getting started, contact your RPA. Invite Guides who have attained these awards, maybe within your region, to speak to your unit and share their experiences gaining awards,

GAT/MDG’s activities – Visit the WAGGGS website to access many up to date & relevant activities for Guides of all ages.

District Events – successful Districts always have events to involve parents, families and local communities and make progression easier for the Guides as they get to know all the Leaders and the other Guides in their local area.

Camps – essential part of Guiding. Need training - please contact your Region Learning & Development Manager. Your Region Outdoor Activities Consultant can assist you to go camping with another unit or attend a Region or State camp so your Guides gain valuable skills & get to see the big Guiding picture.

Region Events – great opportunity for Leaders & Guides to network, gain skills and enjoy being together.

State Events – imagine the thrill for your Guides of meeting Guides from all over the state. Leaders often need to assist on the day but little preparation by Unit Leaders in return for a wonderful experience & opportunity to network with other Leaders.

Community Events – involve your Guides in worthwhile events in your local community becomes the easiest promotion of Guides be it Service such as Citizenship ceremonies, Clean up Australia Day, Anzac Day March or local events such as festivals, fetes, fun runs etc

PR Events – regular promotion of Guides is essential and the DL or Region Team can assist you to target your PR to achieve your membership goals.

Fundraising Events – are essential to cover all your expenses as well as an opportunity to promote Guiding in your local community.

Service Events – part of the AGP is doing service to the community and it is a great way for others to see Guiding action and for the Guides to value helping others.

Parent participation in the District – many Leaders come from our parents. It is a great way for them to become familiar with Guiding and gain skills to have the confidence to embrace Leadership opportunities. As Leaders we have busy lives so it is important to delegate many of the tasks that parents are often willing to assist us with in short term volunteer roles.

Dates of Support Group meetings – Parent support is a wonderful help in running local Guides. Communication of regular meetings helps all Leaders in every task of running successful Guiding. You will soon realise if this section is blank why as Leaders you are so very busy.

Share the fun & make life easier for all Leaders.

Blank Spaces – you can add items that are necessary for the running of your District.

Where to seek help to grow Guiding?

1. You need to discuss and plan at your District meeting your membership needs and overall needs in your District.
2. Your District Manager and Support Group need to plan & action strategies for your District
3. Contact your Region Manager or RMA to help you develop a plan that will help you to assess & prioritise your ideas and support your initiatives.
4. In consultation with your Region Manager, contact the Membership Team at GH for advice, resources and MDO assistance.

Growing Guiding is everyone's responsibility and we are asking you to take the initiative & assess your District needs and develop your District Goals and let others know if you need help or some assistance.

REMEMBER TO PLEASE SEND YOUR COMPLETED DISTRICT ASSESSMENT FORM EACH TERM TO YOUR REGION MANAGER.