

# CONGRATULATIONS !!

## FINALISING YOUR QUALIFICATION & NEXT STEPS



Meet with your Mentor to confirm the Passport has been completed and ask her to sign the Qualification and Appointment form on page 30 of this Passport



Meet with the SC who will review your appointment to be a qualified RM or ARM. Your SC is accountable for the Region and will be interested in your plans for the future of the Region



### REGION MANAGER

Your role is to inspire your DMs and Leaders, manage the Region and collaborate with your SGGO



### ASSISTANT REGION MANAGER

Your role is to assist the RM in managing your Region

Arrange a meeting and discuss what assistance is required and specific tasks. You have achieved the full Management Qualification; you do not need to do any further learning to be appointed as RM if this is a role you want to take on in the future



### ROLE REVIEW

While you will have regular contact with your SC, in 12 months, you will have a Role Review with her. This will be a supportive meeting focused on helping you to continue performing in your role

#### At this meeting you will:

- Have an opportunity to discuss how you are getting on & get advice on any areas which are challenging
- Discuss your goals and plans for the Region
- Discuss the learning options available to you and note any learning you wish to undertake



### ONGOING LEARNING

This is the beginning of your learning.

Guiding provides opportunities for learning including attending RM meetings, workshops, training courses or online webinars as well as reading Guiding publications, researching the internet for Guide resources, and learning from other Guide Leaders and Managers.

Accessing WAGGGS and other like-minded organisations provides great resources to invigorate Regions.

## Region Management Qualification and Appointment Form

PERSONAL DETAILS		
Preferred Title:	Given Names:	Surname:
Email:		Phone:
Date of Birth:	Member No:	Expiry
<b>SC Report:</b> I confirm that the RM in training has successfully completed her Passport & met ALQP standards by:		
<ul style="list-style-type: none"> <li>▪ Demonstrating and upholding The Girl Guide Promise and Guide Law</li> <li>▪ Following the GGA Code of Conduct</li> <li>▪ Following and upholding the CSCF Framework</li> <li>▪ Promoting and celebrating diversity and inclusion</li> <li>▪ Representing Guiding in the community</li> <li>▪ Facilitating Region meetings, recording minutes and filing as per SGGO requirements</li> <li>▪ Supporting DMs and providing opportunities for growth</li> <li>▪ Developing a support network to assist with the Region</li> <li>▪ Building positive relationships &amp; working with others to develop a positive culture</li> <li>▪ Providing advice &amp; monitoring safety &amp; wellbeing of Guides &amp; members of the Guiding community</li> <li>▪ Assisting in recruiting and inducting new District Managers</li> <li>▪ Providing advice on risk assessment plans</li> <li>▪ Responding to challenging situations, conflict, and pressure in a calm manner</li> <li>▪ Challenging stereotypes and responding appropriately in different cultural and social contexts.</li> </ul>		
APPOINTMENT DETAILS		
Role (please tick):	RM <input type="checkbox"/>	ARM <input type="checkbox"/>
Region:		
Appointment Date:		
CONFIRMATION		
<b>RM/ARM-</b> I agree to fulfil the role in line with the agreed Role Description and Code of Conduct.	Signature:  Date:	
<b>Mentor-</b> I am satisfied that all aspects of the ALQP Region Management Qualification have been completed.	Name: Member No: Signature: Date:	
<b>SC-</b> I confirm all requirements for the above role have been met. The Role Review is scheduled for:  .....	Name: Member No: Signature: Date:	
STATE OFFICE USE ONLY		
Date record updated:	Updated by:	
Region MQ Certificate, letter sent date:	Sent to:	