

# Using Resources

<p><b>Learning Methods:</b></p> <ul style="list-style-type: none"> <li>• Financial and Physical Resources Independent Learning</li> <li>• Executive Committees and Being a Trustee Independent Learning</li> <li>• Decision Making Independent Learning</li> <li>• Skills of Management Course</li> <li>• Meeting the Challenges Course</li> </ul> <p>More information on the learning methods can be found in the <b><u>Learning Opportunities for Leadership and Management Training.</u></b></p>	<p><b>Topics covered:</b></p> <ul style="list-style-type: none"> <li>• Methods of decision making and prioritisation.</li> <li>• Decision making structures within local and national Scouting and how you fit into them (both in making decisions and seeking decisions to be made).</li> <li>• Ensuring sufficient physical resources and adequate income for local Scouting as part of the Executive Committee.</li> <li>• Sources of income for local Scouting.</li> <li>• Working with the local Executive Committee and others to ensure that local Scouting has to support its work with youth members.</li> <li>• Fundraising and the appropriate management of funds collected (policies, statement of purpose, etc.)</li> </ul>
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## Check Your Knowledge

Do I know...? (Confidence rating: 1=Low to 5=High)	Score	Do I know...? (Confidence rating: 1=Low to 5=High)	Score
Which decisions I can make myself and which decisions I need to consult others before acting?		My contribution to the local Executive Committee in relation to financial measures? (if relevant to your role)	
How best to ensure that key knowledge is captured, stored and used to improve local Scouting?		My contribution to the local Executive Committee in relation to ensuring an adequate income? (if relevant to your role)	
How to ensure that all adults in local Scouting have the right information?		My contribution to the local Executive Committee in relation to physical resources? (if relevant to your role)	
Which resources am I responsible for?		My contribution to the local Executive Committee and other teams in relation to minimising the impact on the environment? (if relevant to your role)	

## Validation Criteria

## Adult's Personal File for Managers and Supporters

To validate this module, you will need to complete the following:	Evidence you could use may include one or more of the following:	Requires Revalidation	Relevant Role
Give two examples of decisions you can make yourself and two examples of decisions you would need to refer. Describe the process, including: <ul style="list-style-type: none"> <li>The information needed to inform your decision</li> <li>Who else should be involved in the decision making?</li> </ul>	<ul style="list-style-type: none"> <li>A discussion with your Training Adviser</li> <li>Written details of decision which can be made and those which need to be referred</li> </ul>	✓	All
Explain how you ensure that key knowledge, relevant to your role, is captured, stored and used to improve the operation of local Scouting, both during and following your appointment.	<ul style="list-style-type: none"> <li>Discussion with your Training Adviser</li> <li>Written details of the key knowledge, relevant to your role, is captured, stored and stored</li> <li>Written details of how you ensure the knowledge you hold is accessible by those who follow you in your role</li> </ul>	✓	All
Demonstrate how you ensure that all adults in local Scouting have the right information provided in a timely manner and in the most effective way.	<ul style="list-style-type: none"> <li>Discussion with your Training Adviser</li> <li>Written details of how you ensure adults in local Scouting have the right information provided to them</li> </ul>	✓	All
Explain which resources you are responsible for providing to enable adults in local Scouting to work effectively.	<ul style="list-style-type: none"> <li>Discussion with your Training Adviser</li> <li>List of the resources for which you are responsible</li> </ul>	✓	All
In addition, where relevant to your role, you will also need to complete the following:			
Demonstrate and describe your contribution, as part of the local Executive Committee, in ensuring that appropriate financial measures are in place.	<ul style="list-style-type: none"> <li>Discussion with your Training Adviser</li> <li>Written details of your role in the local Executive Committee</li> <li>Minutes of meetings showing your contribution related to financial measures</li> </ul>	✓	Executive Committee Members
Demonstrate and describe your contribution, as part of the local Executive Committee, in ensuring that there is an adequate income for local	<ul style="list-style-type: none"> <li>Discussion with your Training Adviser</li> <li>Written details of your role in the local Executive Committee</li> </ul>	✓	Executive Committee Members

## Adult's Personal File for Managers and Supporters

Scouting including the identification of other income sources such as grants.	<ul style="list-style-type: none"> <li>• Minutes of meetings showing your contribution related to ensuring adequate income and alternative income streams</li> </ul>		
Demonstrate and describe your contribution, as part of the local Executive Committee, in ensuring that local Scouting has sufficient physical resources to support its work with youth members.	<ul style="list-style-type: none"> <li>• Discussion with your Training Adviser</li> <li>• Written details of your role in the local Executive Committee</li> <li>• Minutes of meetings showing your contribution related to ensuring sufficiency of physical resources</li> </ul>	✓	Executive Committee Members
Demonstrate and describe your contribution, as part of the local Executive Committee and/or other teams, to minimise the negative impact and maximise the positive impact that local Scouting has on the environment.	<ul style="list-style-type: none"> <li>• Discussion with your Training Adviser</li> <li>• Written details of your role in the local Executive Committee</li> <li>• Minutes of meetings showing your contribution related to environmental impact</li> </ul>	✓	Executive Committee Members