

VENTURING

New Crew

Start-Up Orientation

(Advisor Fast Start)

Welcome to Venturing

This booklet illustrates how using the Venturing program planning process can get your Venturing crew up and running and Off to a successful start. It also will provide information to help you when you first meet with youth

Details on crew operations, program planning, and elected youth officer training can be found in the *Venturing Leader Manual, No. 34655A*.

Getting Started

There are several things you need to know:

- What is Venturing, its goals and methods?
- What's in it for you?
- What's in it for youth
- How do you get your crew tip and running?

The Venturing Program

Venturing is for young adults ages 14 to 20 who, along with adult leaders, are registered with the Boy Scouts of America.

The program matches the interests of voting adults with adult expertise and resources of the chartered organization and other adults in the community.

The program is carried out through a Venturing crew. Its purpose is to provide experiences that will affect the positive development of youth at a critical stage in their lives and to prepare them to become responsible and caring adults.

The crew is led by elected youth officers. Young adults join to gain insight through fun-filled programs and hands-on activities provided by the chartered organization, adult committee member volunteers, youth member parents, and other consultants from the community.

Program Goals

Venturing has four specific goals for Venturers:

1. To gain practical experience in a special interest, a skill, or leadership
2. Engage in a program of activities centered on Venturing's six experience areas: social, leadership, fitness, service, outdoor, and citizenship
3. To experience positive leadership from adults and youth and to have an opportunity to lead others
4. To learn and grow in a caring environment

Program Methods

The Venturing methods listed below have been carefully designed to Meet the needs Of young adults.

- *Voluntary association between youth and adults* Youth are receptive to new ideas, experiences, and relationships that provide care, a connection to new ways of thinking and acting, and a new identity.
- *Ethical decision making.* By taking responsibility, for their programs, activities, and experiences, Venturers learn how to make decisions and ethical choices.
- *Group activity.* Venturing activities are interdependent group experiences in which success is dependent on the cooperation of all.
- *Recognition of achievement* Recognition comes through a formal awards program and through the acknowledgement of a youth's competence and ability by peers and adults.
- *Democratic process.* The election of crew officers is important to the success of the crew.
- *Experiential learning.* Venturing is about curiosity and adventure. Learning by doing provides opportunities for developing new skills and participating meaningfully in action-oriented activities.

Crew Leadership and Responsibilities

The following adult and youth leadership positions and responsibilities are suggested to run a successful crew.

Adult Leadership

- **The Advisor** is an adult volunteer age 21 or older who is selected by the chartered organization and has responsibility for
 1. Attending crew meetings
 2. Training youth officers to plan and coordinate the program
 3. Conducting the program capability inventory
 4. Helping youth plan and implement activities
- **The crew committee** is composed of adult members-from parents, chartered organization members, and other interested adults-who support the crew program. Their responsibilities are as follows:

The chair conducts monthly committee meetings and coordinates crew efforts.

The treasurer advises the youth treasurer and assists with fund-raising activities.

Committee members assist youth activities chairmen to carry out their responsibilities.

Consultants interact with the crew by providing technical expertise, special skills, equipment, facilities, or community contacts related to the crew program. They may be one-time participants.

Youth Leadership

Youth members are elected to leadership positions in the following areas:

- **The president** is the key youth leader and works closely with the Advisor and leadership team to plan crew and crew officers' meetings. The president presides at crew meetings.
- **The administrative vice president** is responsible for membership and recognition.
- **The program vice president** surveys members about their interests to help plan program activities. This vice president also schedules activities.
- **The secretary** keeps records, takes meeting minutes, and handles correspondence.

- **The treasurer** maintains the crew's funds.
- **The youth activity chair** is appointed by the crew president to chair a crew activity or project. Each chair serves through completion of his or her appointed task and is then reappointed to chair or assigned to work on upcoming crew activities.

Getting Your Crew Up and Running (Crew Program Planning Process)

- A. Hold a briefing meeting for key adults from the chartered organization.** Identify other interested adults at the meeting to serve as members of the crew committee.

Conduct the program capability inventory (PCI see addendum B) and discuss plans to expand the PCI to include other adult-members of the chartered organization, friends, associates, and so on. Secure commitment for help and support.

Plan the first three-month program. Select program activities for each scheduled crew meeting (see addendum E). Appoint an adult committee member or adult consultant for each activity.

- B. Invite youth to the crew's first meeting.** Discuss the purpose and focus of the crew program. Review the potential for the program based on the resources from the program capability inventory, the chartered organization, and the crew committee.

During its first three months, a crew should:

Elect crew officers.

1. Critique the first month's activities.
2. Conduct the elected crew officers' seminar (see addendum D)
3. Review and adopt the crew program schedule for the remainder of the year.

- C. Survey youth members.** As soon as possible, find out what the youth want to do. Complete the Venturing activity interest survey (see addendum D).

- D. Brainstorm with youth.** Initiate a discussion with youth members to reveal ideas that might not be on the survey. Include the entire crew.

- E. Match youth activity interests with resources.** Compile the Venturing activity interest survey results and match them with the program capability inventory (see addendum B). When a suggested Venturing activity matches a resource from the PCI, you might have the basis for a possible program. The crew committee will need to find other resources for the remaining Venturing activity interests.

- F. Fill in the gaps.** Make sure that the program activities are balanced and include the **six experience areas**.
- G. Schedule activities.** Develop a 12-month program. (See addendum E for suggested program activities and addendum H for a sample annual crew program outline.) Be aware of conflicts with other community activities and avoid cancellations.
- H. Select youth activity chairpersons and adult consultants.** Appoint capable youth members for each activity and an adult consultant from the program capability inventory. The activity chairperson should use the activity planner (see addendum G) to complete the project.
- I. Monitor the program's progress.** Keep tabs on the program's development to help ensure Success.

Key Factors for Successful Crew Operations

- A. Use crew resources.** Conduct the program capability inventory (PCI). This is an inventory of information about adults related to the chartered organization and parents who are willing to provide program help to the crew. This program help may involve their hobbies, special skills, contacts, facilities, and ideas (see addendum B).
- B. Get parents involved.** Encourage parents to become involved in Venturing activities whenever possible. Suggestions might include:
1. Serve on the crew committee
 2. Provide transportation, equipment, chaperoning, counseling, and planning to support activities
 3. Assist in citizenship, service, outdoor, fitness, leadership, and social activities
- C. Seek youth input.** Have each crew member complete the Venturing activity interest survey (see addendum D). Conduct the survey on a regular basis to check on the interests of new members.
- D. Guide youth leadership.** Youth officers are elected and trained to lead, plan, and make decisions regarding the implementation of crew programs and activities. They should serve long enough to have successful experiences. The crew president should appoint a committee to draft the crew bylaws.
- E. Hold regular crew meetings.** A minimum of two Venturing crew meetings should be held each month. Discuss important business first. Reserve the remaining time for a planned activity. These activities could be learning new skills (i.e., CPR, rappelling, first aid, etc.) or preparing for a high adventure trip or activity (see addendum F).

The crew president conducts crew meetings. A detailed, written agenda should be developed for each meeting. The program vice president and activity chairman make reminder phone calls to program presenters or consultants. The president should ensure that all crew meetings start on time.

All meetings should have an opening and a closing using the Pledge of Allegiance, the Venturing Code, Oath, or a prayer. Guests should be introduced and made to feel welcome.

- F. Train and develop youth officers-the crew officers' seminar.** The seminar is a training and planning session for newly elected officers. It is led by the Advisor, the youth president, and the associate Advisors. A successful seminar provides a clear road map for the coming months and enables the officers to begin assuming leadership of their crew (see addendum 1).
- G. Give recognition for achievement.** Young adults will expect to be rewarded for their accomplishments. The Venturing awards advancement program and scholarship opportunities are available to Venturers. Contact your local council service center for information and applications.
- H. Maintain a well-rounded program.** Use the six experience areas as a guide to plan programs that will help maintain interest and meet the goals and objectives of the Venturing program.
- I. Venturing Leadership Skills Course, No. 34340.** This course is designed for all crew members. It can be led by the crew Advisor or other adults, or by the crew officers.

PROGRAM HELPS AND RESOURCES

Below are the most commonly used materials available from your BSA local council service center or that can be purchased from the BSA Distribution Center by calling 800-323-0732.

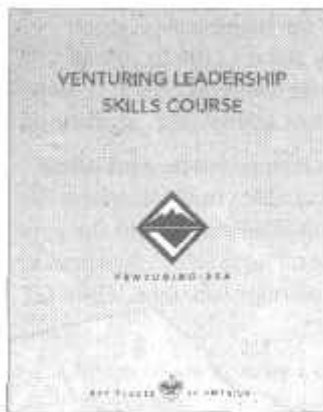


Venturing Leader Manual. Provides crew leaders with all necessary information on program planning, leadership, resources, and policies. No.34655A.



Ranger Guidebook.

The primary source of information for all Venturers working on the Ranger Award. This is an excellent resource for planning and developing outdoor crew activities. No. 3128.



Venturing Leadership Skills Course. A set of modules to teach leadership skills to all crew members. No. 34310.



Sea Exploring Manual

Designed for all adult/ youth leaders and youth members of Sea Scouting ships. The manual is an excellent resource for planning and developing Venturing crew aquatic activities. No. 33239A.



Silver Award Guidebook. Provides detailed information on Venturing Bronze, Gold, and Silver Awards including requirements and award applications. No. 25-015.