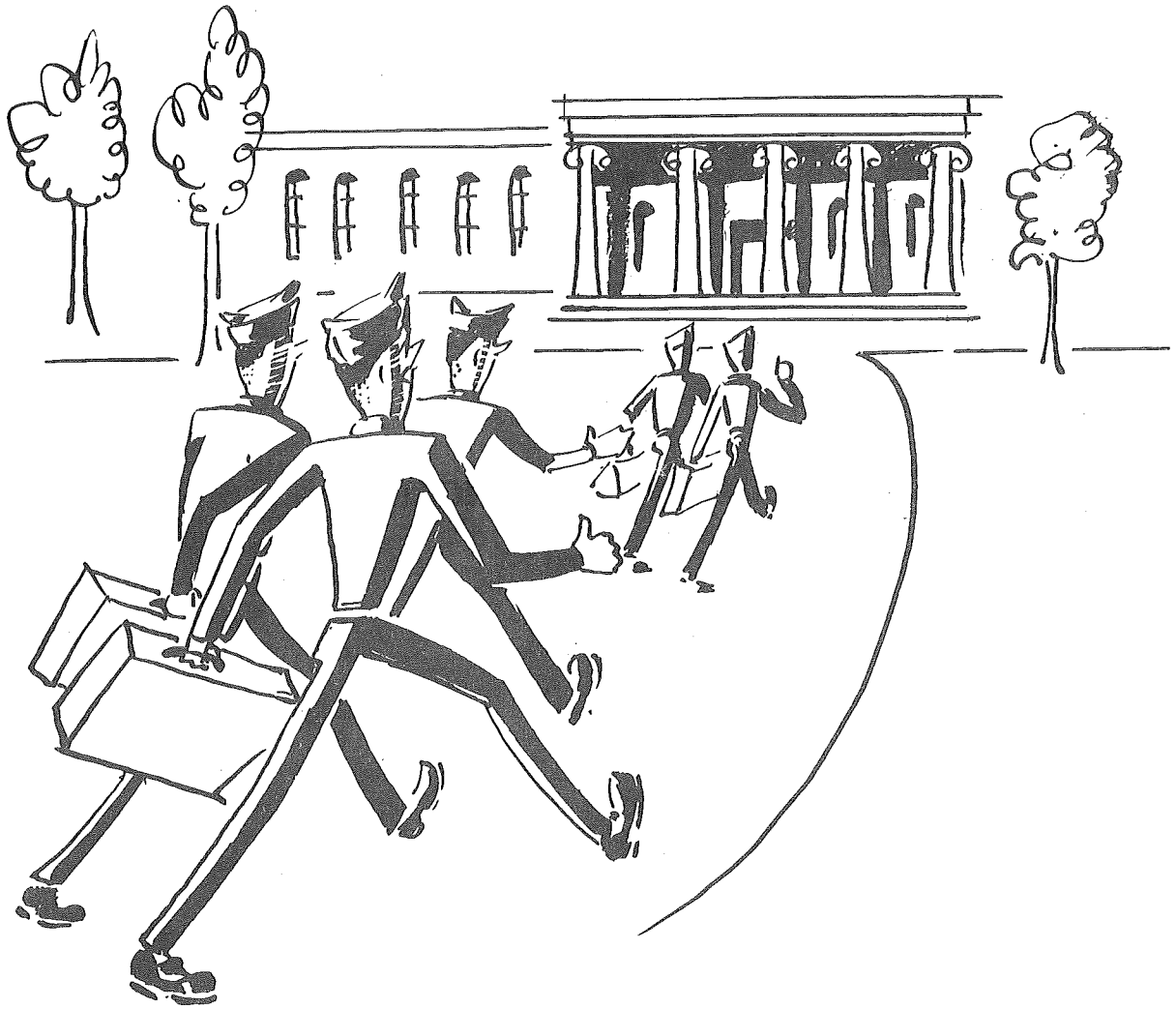
ROBERT K WILBER

EXPLORER ELECTED LEADER TRAINING

BOY SCOUTS OF AMERICA

PURPOSE OF ELECTED LEADER TRAINING

This training outline is to aid councils and districts in planning and conducting specialized training for Explorer elected leaders. It gives elected leaders the know-how for their specific jobs in Explorer units. Some brief material reviewing Explorer leaders' basic training is included. But elected leader training does not take the place of basic training, which is for commissioned (adult) and elected (young men) leaders.



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GUIDE FOR PLANNING

The following principles are a guide for planning an Explorer elected leaders' training experience:

Place a special emphasis on the responsibilities of each elected leader as related to his job in the unit.

Explorers should plan and conduct the course with the counseling of adults.

Follow the course as outlined with lots of activity and not too much lecturing.

Use the skills and abilities of Advisors and assistant Advisors where possible, but not where they displace trained Explorers.

Keep the expenses of the conference within reason so more Explorers can participate.

Urge everyone to wear the Explorer uniform.

If the conference is held at times that include the Sabbath or holy days, provide opportunities for proper religious observances.

In setting conference dates, take advantage of school holidays.

Allow about three months to plan this training event, and announce it well in advance.

Make this training a man-sized experience with a lot of opportunity for fun and fellowship.

Provide adequate equipment and material for maximum participation in every session.

WHO TAKES PART

Explorer elected leaders' training is designed for all elected leaders in Exploring. Every Explorer unit and troop crew should send the following leaders:

Senior crew leader
Deputy senior crew leader
Crew leaders
Assistant crew leaders
Secretary

WHY SEND ALL ELECTED LEADERS

Elected leaders get the latest as well as the time-tested methods of doing their individual jobs well.

Explorer Advisors are able to keep trained elected leaders in their units.

Prestige is given to being an elected leader in the Explorer unit or troop crew.

Morale and a spirit of cooperation are built among elected leaders.

The training committee interprets the purpose and ideals of the Boy Scouts of America in young-man language to the elected leaders.

HOW TO ORGANIZE THE STAFF

MAKE-UP OF TRAINING STAFF

At least three months in advance of the opening date, representatives of the council or district training committee meet with the assigned executive staff member. They set up the staff organization for the elected leaders' training.

Staff organization comprises four committees under a course director. This director is either a member or an appointee of the council or district training committee. The director meets as often as necessary with the chairman and counselors of each of the four committees. At each meeting, they check on progress and correlate the committees' preparation.

The four committees, their make-up and responsibilities, are given below.

ARRANGEMENTS COMMITTEE

Membership

An Explorer chairman
An adult counselor
Three or four Explorers to round out the committee

Responsibilities

Arrange for training space
Design and set up exhibits
Arrange for sale of literature
Set up and handle registration and welcome
Arrange for food and housing when necessary

PROMOTION COMMITTEE

Membership

An Explorer chairman
An adult counselor
Three or four Explorers to round out the committee

Responsibilities

Build attendance through council bulletin, newspaper, school paper, radio and television publicity
Urge attendance through personal contacts with every Explorer unit and troop crew
Report accomplishments of the course through the same channels

ACTIVITIES COMMITTEE

Membership

An Explorer chairman
An adult counselor
Three or four Explorers to round out the committee

Responsibilities

Plan and carry out the field sports session
Arrange for all activities materials and equipment
Provide for refreshments, such as cracker barrel
Provide awards for winners of action games

INSTRUCTION COMMITTEE

Membership

An Explorer chairman
An adult counselor
Three or four Explorers to round out the committee

Responsibilities

Prepare and give effective instruction in first three sessions
Arrange for all training materials and equipment
Prepare and present certificates to those who qualify

NATIONAL ELECTED LEADERS' TRAINING OF TRAINERS

Each summer at Schiff Scout Reservation in New Jersey, and Philmont Scout Ranch in New Mexico, special training is available to Explorer elected leaders selected by any council. Full information on these national courses can be secured from the Volunteer Training Service, Boy Scouts of America, New Brunswick, New Jersey.

Only those Explorers should attend national courses who are able and who agree to become trainers of elected leaders in their own councils. Not only are they to be selected with this in mind, but every opportunity must be given them to make good this obligation upon returning to their councils. If you have Schiff or Philmont E.L.T. graduates in your council, use them on your elected leader training staff.

METHODS OF PROMOTION

PROMOTION IS IMPORTANT

Potential results of Explorer elected leader training are so great that it deserves enthusiastic promotion, vigorous promotion, not just a postcard or run-of-the-mill bulletin. Make this training experience appeal to all elected leaders. Through widespread publicity, add prestige to the training, not only among Explorers, but among their friends, boys and girls alike. Then elected leaders will be enthusiastic about attending.

Alert the other three committees, as well as the members of the promotion committee itself, to the function of promotion. For instance, if the arrangements committee is promotion-minded and sets the fees for a two-day training conference as low as possible, more Explorers will attend. If the fees are paid by the unit, the elected leader is obligated to get the most out of the training and to use it in his unit.

Be sure that conference promotion reaches every elected leader in the council, including those in troop crews. Measure your committee's success on the basis of getting representation from every Explorer unit and troop crew in the district or council.

The best organized training course depends entirely on promotion to get fullest results.

ORGANIZING TO DO THE JOB

The promotion committee should have members representing every part of the council or district involved. This enables the committee to personally invite elected leaders in every Explorer unit and troop crew to attend. Council records show which Boy Scout troops have Explorer crews.

RESERVATIONS

Reservations in advance lend prestige to the training as well as facilitate planning.

TRANSPORTATION

Where attendance calls for considerable travel, help elected leaders organize their transportation in groups to cut the cost.

SELL ADULT LEADERS

Aim part of the promotion at the adult leaders to convince them that elected leader training is vital to the operation of their units.

USE THESE CHANNELS

Newspapers

Schedule a series of stories before, during, and after the training course for all papers, daily and weekly, in the council. Be sure each story has a local slant for its community.

Radio and Television

Arrange a panel discussion on elected leader training, emphasizing its importance in Exploring.

Arrange for Explorers and leaders to be interviewed by a popular commentator or anyone popular with teen-agers, such as a disc jockey.

Schedule the same stories submitted to newspapers for news departments of radio and television stations. These should be neatly typewritten and double spaced. Mark them for release in such a way that all users can release them at the same time.

High Schools

Most elected leaders are in the ninth grade or above, so get this training opportunity story in school publications and on bulletin boards in high schools.

METHODS OF SCHEDULING ELECTED LEADER TRAINING

There are several methods of scheduling Explorer elected leader training. The content is arranged in four two-hour sessions. The council selects the method of scheduling the four sessions that uses the facilities and man power most effectively.

The four sessions can be conducted as a council or district conference, or for a small number of Explorer units. The first three sessions consist of indoor presentations and activities. The fourth session is a field sports activity held outdoors. While it is recommended that the training be conducted as a conference, the sessions are so flexible that a council or district can adjust them to fit existing conditions.

Two-day and one-day methods of conducting elected leader training in a council or district are outlined here.

SUGGESTED SCHEDULE FOR TWO-DAY CONFERENCE

The two-day conference schedule should be used whenever housing and eating facilities, such as a Scout camp, military installation, or college, are available. This method allows sufficient instruction time and fellowship to bring about the best training experience.

FIRST DAY

4:00 P.M. - 6:00 P.M.
Set up exhibits
Registration and assignments to quarters

6:00 P.M. - 7:30 P.M.
Evening meal

7:30 P.M. - 9:30 P.M.
First Session - Elected leader training

9:30 P.M. - 10:00 P.M.
Cracker barrel

SECOND DAY

8:00 A.M. - 9:30 A.M.
Breakfast

9:30 A.M. - 11:30 A.M.
Second Session - Elected leader training

11:30 A.M. - 1:30 P.M.
Lunch

1:30 P.M. - 3:30 P.M.
Field Sports Session

3:30 P.M. - 5:30 P.M.
Third Session - Elected leader training

SUGGESTED SCHEDULE FOR ONE-DAY CONFERENCE

The one-day conference schedule calls for excellent organization and strict timing. The two meals should be prepared for the trainees and not be considered a part of the training. Among favorable facilities for a one-day conference are a Boy Scout camp, a school, a college, a university, or a military installation.

9:00 A.M. - 10:00 A.M.
Set up exhibits
Registrations and assignments

10:00 A.M. - 12:00
First Session - Elected leader training

12:00 - 1:30 P.M.
Lunch

1:30 P.M. - 3:30 P.M.
Second Session - Elected leader training

3:30 P.M. - 5:30 P.M.
Field Sports Session

5:30 P.M. - 7:00 P.M.
Evening meal

7:00 P.M. - 9:00 P.M.
Third Session - Elected leader training

SESSION OUTLINES

Two-hour outlines for presentation of each session are on pages 11,18 23,and 28. Each outline includes the time, subject matter, committee assignments, and page references for details of presentation. Presentation details for all four sessions are given on the pages following each session.

Explorers will preside over all four sessions. The Explorer who is chairman of the instruction committee presides over the first three sessions. The Explorer chairman of the activities committee is in charge of the Field Sports Session.

FIRST SESSION

Explorer chairman of instruction committee presiding

60 min. PREOPENING. . . . . Arrangements Committee
See pages 13-14

Exhibits
Registration
Housing and eating assignments
Fellowship

10 min. SESSION INTRODUCTION. . . . . Instruction Committee
See page 14

Group singing
Introduction of Explorers, adults, and training staff
Explanation of course

40 min. ORGANIZATION AND STRUCTURE. . . . . Instruction Committee
See pages 14-15

Structure of Explorer unit
Duties of elected leaders
Explorer leaders' council meeting

15 min. ACTION GAME. . . . . Activities Committee
See page 16

50 min. DISCUSSION LEADING. . . . . Instruction Committee
See pages 16-17

Dramatization of a discussion group
Discussion group projects
Discussion group reports

5 min. CLOSING REMARKS. . . . . Instruction Committee
See page 17

MATERIAL NEEDED FOR THE FIRST SESSION

____*Training Attendance Report (No. 4413)

____*Flannel board, blackboard, or large white wrapping paper

____*Chalk and eraser, or crayon

____*United States flag

____*Explorer flag

____*Song sheets

____*Six copies of Hints on Explorer Leadership (No. 3482)

____*Six copies of the Explorer Manual (No. 3506)

____Equipment needed for action game on page 16

____Name tags

____Free course literature

____Items for fellowship guessing game on page 14

____1 Large chart of Explorer unit organization similar to one on page 15

____1 Copy of the Explorer "Citizens Now" Conference Workbook (No. 3046)

____Copies of discussion topics and questions on pages 16-17 for each discussion group

EXHIBITS

____*Explorer literature related to elected leaders' job

____*Photos of Explorer activities

____*Colorful Explorer materials and equipment

____*Information on uniforms and insignia

____*Pictures and posters illustrating Explorer ideals

*These same materials will be used in all sessions except the Field Sports Session.

DETAILS OF FIRST SESSION

PREOPENING (60 MINUTES)

EXHIBITS

Set up exhibits in a prominent location at the conference (see page 79 on Hints on Explorer Leadership). Rearrange them each session to spotlight a key piece of literature in that session. Include in the exhibit:

Explorer literature--books, pamphlets, magazines, certificates, forms that elected leaders use in their units
Uniforms and insignia
Equipment used in Explorer activities
Photos of Explorer activities
Pictures and posters illustrating Explorer ideals

Arrangements committee should man the exhibits and offer for sale the literature related to the elected leaders' job.

REGISTRATION

Save time by having adequate personnel and facilities to handle registration smoothly. Direct elected leaders to registration headquarters by signs. Have enough Explorers from the arrangements committee there to welcome each one; register him quickly; give him a name tag, free course materials, and assignments to a discussion group and sleeping quarters. The registration table also serves as an information center and lost and found department. Arrangements committeemen should be on hand early at every session to welcome the elected leaders and start them on the exhibits.

HOUSING AND EATING ASSIGNMENTS

In choosing a place for the conference see that it has rooms adequate for assembly of the whole group, separate discussion groups and games if the weather is such that they are to be played inside. A sufficient number of seats and tables should be provided. An informal arrangement of chairs is best for discussion groups. Check on the lighting, ventilation, and heating or cooling of the rooms. Provide outdoor space for games if possible. For field sports, outdoor space must be obtained.

When the conference involves an overnight stay, arrange for adequate sleeping and eating facilities. Housing and eating assignments are made during the registration process. Elected leader training should not involve preparation of meals or camping facilities. The full time should be allowed for the training experience.

FELLOWSHIP

While the group gathers for the first session, this guessing game provides fun and fellowship. Beforehand, set up the ten objects around the room with the question for each on a card. Contestants are not to touch the objects. Each contestant has a card on which to write down his guesses which he turns in to the judges. Before the session opens announce the winner of each question and the over-all champion if any. The objects and questions follow:

Tall glass of water	How much does the water in this glass weigh?
Table or floor lamp	How tall is this lamp?
Long piece of string	How long is this string?
Photo of baby	How old is this baby?
Stack of writing paper	How many sheets of paper in this stack?
Head of lettuce	How much does this lettuce weigh?
Seedless orange	How many seeds are in this orange?
Large book	How many pages are in this book?
Glass jar of beans	How many beans are in this jar?
Column from newspaper	How many words are in this column?

SESSION INTRODUCTION (10 MINUTES)

GROUP SINGING

Start with one or two well-known songs. Group singing depends a great deal on the song leader, so select one with proven abilities.

INTRODUCTIONS

In the opening session ask each trainee to introduce himself if time permits. Otherwise introduce trainees grouped by units to save time.

Introduce instructors for the entire course at the opening session if possible. Otherwise introduce them when they make their first presentation. Visiting dignitaries, such as a council president or district chairman, should be given brief introductions.

EXPLANATION OF COURSE

The Explorer chairman of the instruction committee briefly explains the course. He reads the purpose of the course on page 2 and then describes each of the sessions. He emphasizes the need of attending all four sessions to get the complete training experience and the training certificate.

ORGANIZATION AND STRUCTURE (40 MINUTES)

STRUCTURE OF AN EXPLORER UNIT

By use of flannel board, blackboard, or white wrapping paper, build a chart of unit organization similar to the one on page 15. During this process summarize the responsibilities and the authority of the institution, unit committee, and adult leader.

DUTIES OF ELECTED LEADERS

Based on Chapter 3 of Hints on Explorer Leadership, give a detailed explanation of what each elected leader's job is and how it fits in with the objectives of the entire unit. Allow time for answers to questions from elected leaders about their job.

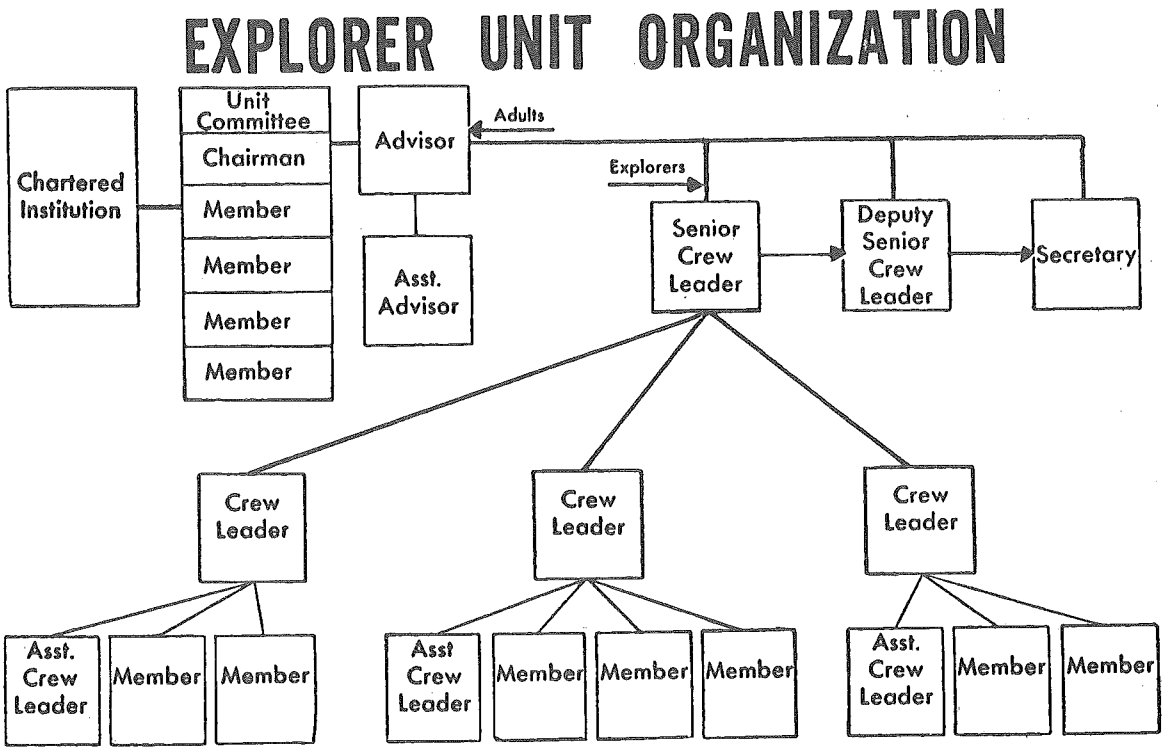
EXPLORER LEADERS' COUNCIL

During the last 15 minutes of this period dramatize an Explorer leaders' council meeting. Keep it in an informal but serious mood and bring out these points:

1. The senior crew leader presides. He asks for an emergency decision to authorize payment of an unexpected rental for a place to hold a scheduled party. As routine business delegated to the leaders' council by the unit, the council reviews the dates assigned to the events for the next quarterly program.

2. Conduct a short board of review for an Explorer applying for Gold Award. See "Hints for Reviewing Boards" in Chapter 10 of the Explorer Manual.

3. Discuss plans for the court of awards at which to present the Gold Award. Set the time, the place, and the method for presentation. See "Court of Awards" in the Explorer Manual index.



ACTION GAME (15 MINUTES)

SCRAMBLE

Divide the trainees into their assigned discussion groups. Each group forms a large circle. Give each group leader several small objects such as colored rubber balls, dominoes, checkers, etc. These are put in the center of the circle. The number of objects should always be less than the number of Explorers in the circle.

At a signal, all rush in to secure as many objects as possible. When all the objects have been picked up, the group reforms the circle, except those Explorers who failed to pick up an object; they drop out of the game. The objects (numbering less than the number of surviving Explorers) are again put in the center of the ring.

The procedure is repeated until a champion emerges. From several groups the champions compete to determine the grand champion.

DISCUSSION LEADING (50 MNUTES)

DRAMATIZATION OF A DISCUSSION GROUP

The instructor presents the six steps of a discussion leader's job described on pages 8-9 of the Explorer "Citizens Now" Conference Workbook (No. 3046). With the help of selected discussion leaders the instructor dramatizes the elements of a successful discussion. A bit of humor can be added by illustrating methods of handling a few of the problem types of individuals illustrated on pages 10-11 of the Explorer "Citizens Now" Conference Workbook.

DISCUSSION GROUP PROJECTS

The group separates into the discussion groups assigned at the time of registration. No group has more than twelve Explorers. Each group has a discussion leader who has been selected and trained in advance by the instructor. A special training session to prepare these young men for their jobs is essential. At the same time the leaders also rehearse the dramatization mentioned above. Assign all groups the discussion topic listed below. Ask them to observe the discussion methods used in their groups. A recorder is appointed by each discussion leader to report on his group's conclusions and methods.

Discussion topic:

What makes a good elected leader?

Lead-off statement by discussion leader:

Our parents help choose such community leaders as the mayor, school board members, and club officers. Sometimes they are satisfied with their choice and sometimes they are not. It is the same with Explorers elected as unit leaders. Some are satisfactory, and some are not.

Questions to stimulate discussion:

What are qualities that make elected leaders successful?

How will the experience that elected leaders get now help them when they become community leaders?

How can elected leaders gain the confidence and respect of the unit membership?

DISCUSSION GROUP REPORTS

All groups reassemble to hear the reports by the recorders. Allow about three minutes for each report. Include conclusions about the topic and the methods used by the discussion leader.

CLOSING REMARKS (5 MINUTES)

Closing remarks are made by the Explorer chairman of the instruction committee. They vary with the circumstances under which the training course is run. However, in most cases the remarks should include one or all of the following:

A thank-you to the presenters
A reminder to trainees to look over the exhibits
Announcement of the time and place of the next session

SECOND SESSION

Explorer chairman of instruction committee presiding

10 min. SESSION INTRODUCTION. . . . . Instruction Committee
See page 20

Group singing
Review of the first session
Preview of this session

30 min. PROGRAM PLANNING. . . . . Instruction Committee
See page 20

Brief review of program planning procedure
Filmstrip Explorers in Action

15 min. ACTION GAME. . . . . Activities Committee
See page 21

40 min. EVENT DIRECTOR. . . . . Instruction Committee
See pages 21-22

Event director's job
Discussion groups
Discussion group reports

20 min. RECOGNITIONS AND AWARDS. . . . . Instruction Committee
See page 22

Explorer ratings and awards
Boy Scout advancement in Exploring

5 min. CLOSING REMARKS. . . . . Instruction Committee
See page 22

MATERIAL NEEDED FOR SECOND SESSION

____*Training Attendance Report (No. 4413)

____*Flannel board, blackboard, or large white wrapping paper

____*Chalk and eraser, or crayon

____*United States flag

____*Explorer flag

____*Song sheets

____*Six copies of Hints on Explorer Leadership (No. 3482)

____*Six copies of the Explorer Manual (No. 3506)

____Equipment needed for action game on page 21

____Explorer Program Planning reprint (No. 7266)

____Filmstrip Explorers in Action and recording

____Record player for playing 33 1/3 r.p.m. microgroove record

____Filmstrip projector, extension cord, plug, spare projector bulb, and screen

EXHIBITS

____*Explorer literature related to elected leaders' job

____*Photos of Explorer activities

____*Colorful Explorer materials and equipment

____*Information on uniforms and insignia

____*Pictures and posters illustrating Explorer ideals

*These same materials will be used in all sessions except the Field Sports Session.

DETAILS OF SECOND SESSION

SESSION INTRODUCTION (10 MINUTES)

GROUP SINGING

Start with one or two well-known songs. Group singing depends a great deal on the song leader, so select one with proven abilities.

REVIEW OF PREVIOUS SESSIONS

The Explorer chairman of the instruction committee summarizes the previous session. First, he compliments the group for their cooperation; and second, he reminds them of problems he has noted, such as excessive noise or needless arguments, which cut down the effectiveness of the training.

PREVIEW OF THIS SESSION

The Explorer chairman of the instruction committee gives a brief preview of the session to be held. He urges active participation by all.

PROGRAM PLANNING (30 MINUTES)

BRIEF REVIEW OF PROGRAM PLANNING PROCEDURE

Hand out copies of the Explorer Program Planning reprint (No. 7266). Give a step-by-step but brief explanation of the planning procedure as it relates to the elected leader's job.

FILMSTRIP EXPLORERS IN ACTION

Show the filmstrip Explorers in Action with the recording. (It is ineffective without the recording.) Give the following introduction to the filmstrip and allow time for questions after it has been shown.

Introducing the Filmstrip

Explorers in Action was first shown as a series of slides of the year's activities by Post 103 of Jackson Heights, New York. These slides were taken by the Explorers, and the narration was written and recorded by them. For a professional touch, several members of the post persuaded Edward R. Murrow to introduce and conclude the production. The results were the high light for the annual family dinner program.

This slide presentation proved so popular that the local council used it as an example of how a post effectively used the Explorer program. Its success as an Explorer planning aid brought it to the attention of the National Council, which produced it as a filmstrip with a recording for general release.

The activities in this filmstrip happened in an Explorer post that used the Explorer program planning method. A similar program adapted to local conditions can be carried out by your Explorer unit through careful planning.

Notice to Filmstrip Operator

This filmstrip's record does not contain a beep to indicate when the picture should be changed. The operator's only cue to change the picture is music. Between each bit of narration the volume of the background music is increased. This musical pause is the operator's cue to change the picture. A new operator should practice before a formal showing. However, even without practice an operator may project this filmstrip with full confidence if he follows the printed narration.

ACTION GAME (15 MINUTES)

TIGHT WAD CHAMPIONSHIP

Divide the trainees into their assigned discussion groups. Give each group leader a number of old newspapers. The leader lines up his group and gives each Explorer two single-page sheets of newspaper. Each Explorer holds one sheet in each hand. At a signal each sheet is crumpled until it forms a "tight wad" covered by the fist. Each hand works independently, touching nothing but the newspaper. The first person squeezing a sheet of paper into a "tight wad" in each hand to the satisfaction of the leader is declared the champion. The champions compete to determine the grand champion.

EVENT DIRECTOR (40 MINUTES)

EVENT DIRECTOR'S JOB

The instructor makes a ten-minute talk on the job of the event director, covering the eight points listed in Chapter 7 of the Explorer Manual.

DISCUSSION GROUPS

Divide into the assigned discussion groups and discuss the topic below.

Discussion topic:

What makes an event director successful?

Lead-off statement by the discussion leader:

Some young men seem especially gifted in directing a committee to carry out an event, while others end up doing almost the entire job by themselves. Some event directors, after the event has been carried out, have a warm feeling of satisfaction and look forward to another chance to serve, while others give out long sighs of relief and vow never to take an event director's job again.

Questions to stimulate discussion:

Why do some event directors end up doing the job all by themselves?
How do you get everyone on the committee to do a full share of the job?
How do you plan an effective event committee meeting?

DISCUSSION GROUP REPORTS

All groups reassemble to hear the reports by the recorders. Allow about three minutes for each report. Include conclusions about the topic and the methods used by the discussion leader.

RECOGNITIONS AND AWARDS (20 MINUTES)

EXPLORER RATINGS AND AWARDS

The instructor explains why elected leaders should understand the Explorer recognitions and awards system. He should make them feel responsible for the promotion of recognitions and awards relative to the unit program.

Explain the system of Explorer recognitions with a reproduction on a blackboard or white wrapping paper, of the chart in Chapter 10 of the Explorer Manual titled "Explorer Awards in Posts and Troop Crews."

BOY SCOUT ADVANCEMENT IN EXPLORING

Explain how Boy Scout advancement operates in Exploring. Reproduce, on the blackboard or white wrapping paper, the chart from Chapter 10 of the Explorer Manual titled "Eagle Trails in Posts and Troop Crews."

CLOSING REMARKS (5 MINUTES)

Closing remarks are made by the Explorer chairman of the instruction committee. They vary with the circumstances under which the training course is run. However, in most cases the remarks should include one or all of the following:

A thank-you to the presenters
A reminder to trainees to look over the exhibits
Announcement of the time and place of the next session

THIRD SESSION

Explorer chairman of instruction committee presiding

10 min. SESSION INTRODUCTION. . . . . Instruction Committee
See page 25

Group singing
Review of second session
Preview of this session

60 min. MONTHLY BUSINESS MEETING. . . . . Instruction Committee
See pages 25-26

Function of monthly business meeting
Project assignments
- Opening ceremony
- Review (report of completed activities)
- Preview (progress report of planned events)
- Quarterly business
- Recognitions
- Advisor's remarks and closing ceremony

Dramatization of monthly business meeting

15 min. ACTION GAME. . . . . Activities Committee
See page 26

20 min. LOCAL AND NATIONAL ACTIVITIES. . . . . Instruction Committee
See page 27

Relationship to unit activities
District Explorer planning conference
District, council, and national activity opportunities

15 min. CLOSING. . . . . Instruction Committee
See page 27

Final announcements
Presentation of certificates
Short inspirational send-off talk by a member or appointee of training committee

MATERIAL NEEDED FOR THIRD SESSION

____*Training Attendance Report (No. 4413)

____*Flannel board, blackboard, or large white wrapping paper

____*Chalk and eraser, or crayon

____*United States flag

____*Explorer flag

____*Song sheets

____*Six copies of Hints on Explorer Leadership (No. 3482)

____*Six copies of the Explorer Manual (No. 3506)

____Equipment needed for action game on page 26

____Equipment for Four Freedoms Ceremony on page 26

____Equipment for recognitions ceremony on page 26

____Copies of Council and District Explorer Activities (No. 3145)

____Information on district, council, and national activities

____Explorer training pocket certificate (No. 4296)

____Equipment for opening ceremony on page 25

EXHIBITS

____*Explorer literature related to elected leaders' job

____*Photos of Explorer activities

____*Colorful Explorer materials and equipment

____*Information on uniforms and insignia

____*Pictures and posters illustrating Explorer ideals

*These same materials will be used in all sessions except the Field Sports Session.

DETAILS OF THIRD SESSION

SESSION INTRODUCTION (10 MINUTES)

GROUP SINGING

Start with one or two well-known songs. Group singing depends a great deal on the song leader, so select one with proven abilities.

REVIEW OF PREVIOUS SESSIONS

The Explorer chairman of the instruction committee summarizes the previous session. First, he compliments the group for their cooperation; and second, he reminds them of problems he has noted, such as excessive noise or needless arguments, which cut down the effectiveness of the training.

PREVIEW OF THIS SESSION

The Explorer chairman of the instruction committee gives a brief preview of the session to be held. He urges active participation by all.

MONTHLY BUSINESS MEETING (60 MINUTES)

FUNCTION OF A MONTHLY BUSINESS MEETING

Briefly explain the importance of the monthly business meeting in the administration and activities of a unit. See Chapter 4 of the Explorer Manual and Chapter 6 of Hints on Explorer Leadership.

PROJECT ASSIGNMENTS

Divide into six project groups and assign each one a project listed below. Each group prepares its project for the dramatization of a monthly business meeting that will be next on the program of this presentation.

Project 1 - Opening Ceremony

Prepare an opening ceremony (other than the Four Freedoms Ceremony) from the Ceremonies Chapter of the Explorer Manual, or present an original one suggested by the group.

Project 2- Review (report of completed activities)

Prepare and read minutes of previous meeting.

Prepare two reports of past events that the unit has held in the last month and select two event directors to give these reports.

Prepare and give a finance report.

Make up the minutes and reports to fit the situation. Be sure to make these reports practical and give them seriously—omit the humor here.

Project 3 - Preview (progress report of planned events)

Prepare progress reports of two events that are scheduled for the next month.

Select two event directors to make the reports.

Prepare and give a progress report of the unit's annual high-light event.

Make these reports practical and give them seriously--spare the humor.

Project 4 - Quarterly Business

Prepare a recognition ceremony selected from the Ceremonies Chapter of the Explorer Manual.

Project 5 - Recognitions

Prepare a recognition ceremony selected from the Ceremonies Chapter of the Explorer Manual.

Project 6 - Closing Ceremony

Prepare to present the Four Freedoms Ceremony as outlined in the Ceremonies Chapter of the Explorer Manual. A perfect ceremony adds the inspiration essential to an effective closing.

Dramatization of Monthly Business Meeting

The above projects are put together to dramatize the monthly business meeting. The Explorer chairman of the instruction committee assumes the role of the senior crew leader. He uses simple parlimentary procedure, conducting the meeting in a realistic manner with the group assuming the role of an Explorer unit.

ACTION GAME (15 MINUTES)

NUMBERS

The leader asks the entire group to scatter about the room or outside area. When the trainees are scattered, the leader says, "Form fives (fours, or sevens, or twos). Trainees get into groups of whatever size is announced. Those who do not get into a group of the correct size fall out of the game. The leader continues to call various group size numbers until there are just two trainees remaining. They are declared the champions.

LOCAL AND NATIONAL ACTIVITIES (20 MINUTES)

RELATIONSHIP TO UNIT ACTIVITIES

Discuss the relationship of council and national activities to unit program. To start the discussion, use the introductory statement on page 6 of the Council and District Explorer Activities (No. 3145) or the introduction to "District Explorer Event Planning Conference" in Hints on Explorer Leadership.

DISTRICT EXPLORER PLANNING CONFERENCE

Give a step-by-step presentation of the district Explorer event planning process. See pages 4 and 5 of Council and District Explorer Activities. It can be more effective with the flannel board or blackboard illustrations.

DISTRICT, COUNCIL, AND NATIONAL ACTIVITY OPPORTUNITIES

Present and discuss local and national Explorer activity opportunities. Include local possibilities, such as Explorer ball, field day, vocational clinic, and "Citizens Now" conference. Use Philmont Scout Ranch and jamboree as examples of national activities.

CLOSING (15 MINUTES)

FINAL ANNOUNCEMENTS

In addition to necessary administrative information, at this time give recognition to the entire staff of the training course.

PRESENTATION OF CERTIFICATES

Prepare certificates in advance of this session and give them only to those who have completed all four sessions of the training. Explorer training pocket certificates (No. 4296) for elected leader training are available from the National Supply Service.

INSPIRATIONAL SEND-OFF TALK

This four-to-five minute address is given by a member or an appointee of the training committee. It includes a challenge to elected leaders to prove their leadership abilities both to their adult leaders and to the people in their community. Also include the reminder that good leadership is an attitude put into action day after day until it becomes a habit.

FIELD SPORTS SESSION

Explorer chairman of activity committee in charge.

This session is organized and carried out by the activities committee with a dual purpose. First, it provides a fun-and-fellowship change of pace in the program. Second, when well publicized, it promotes conference attendance, for we can never assume that all Explorers will be attracted by the training opportunity alone.

Although field sports, especially those that are listed here, are recommended for this session, the activities committee may use some other type of activity if the situation warrants. Weather and physical conditions vary so much that only general suggestions are given here for this session. It is suggested to the committee that the basic information given here be applied to the local situation.

Plan in detail and far enough ahead so things can be done properly--- especially in providing field sports equipment.

Start and finish on time. This is possible only if the committee prepares the area well in advance and has all the equipment and materials available.

TIPS ON TOURNAMENTS

Use the tournament method to add team competition to your event. Invite experts to help with instruction and demonstration. Man-and-wife teams of experts are often excellent.

Divide Explorers into teams, each with an equal number. Assign reliable Explorers as team captains.

Use the "county fair" method with teams rotating from one sport to another at a signal until they have competed in every sport area. This keeps everyone active all the time and allows continual use of the equipment.

Compete only on a team basis with each captain keeping track of his team's total score in each sport. Every Explorer on a team should compete in a sport before the team is eligible to submit a score.

SUGGESTED FIELD SPORTS

Listed below are some of the field sports that have proven successful in Explorer activity events. Add to this list other sports for which there may be local acceptance, facilities, and equipment. Do not overlook the possibility of making the field sports session a coed activity, for the field sports listed here are easily adaptable to girl-boy team tournaments.

SKISH--Bait and fly-casting with targets
.22 TRAPSHOOTING--Breaking targets in miniature trapshooting
ARCHERY--Accuracy in the use of the bow and arrow
RIFLERY--Marksmanship on a safe range
ORIENTEERING--Cross-country race with map and compass

BRIEF DESCRIPTIONS OF SUGGESTED FIELD SPORTS

SKISH

Four types (use as many as possible):
1. Bait casting
2. Fly casting
3. Spinning
4. Deep-sea casting

Equipment--Rods, reels, lines, plugs, target rings, and range signs.

Casting range--Either in or out of water. Divide area on basis of types of casting. Each contestant casts from a "box" 4 feet square. Targets are rings (plastic or metal) 30 inches in diameter. If on land, raise far edge of target 6 inches above near edge.

Distances--Bait casting and spinning targets, 40 to 80 feet away; deep-sea casting targets, 40 to 100 feet away; fly casting targets, 20 to 40 feet away.

Scoring--Use five to ten targets. Cast two times at each. Score 6 points for hit on first cast at each target, 4 points for hit on second cast.

Instruction--Field Sports Manual (No. 12020) or Fishing merit badge pamphlet (No. 3295).

.22 TRAPSHOOTING

This is miniature trapshooting.

Equipment--Mo-Skeet-O shotguns (.22 caliber smoothbore), one trap and table for each 2 shotguns, breakable targets (clay pigeons), shells (minimum of 7 per contestant), cleaning kit, 10-foot pole, No. 10 tin cans, 15 feet of rope, 8 clothespins, range markers (signs, rope, stakes).

Firing range--Clearance of 90 yards in direction of shooting, ready line, firing line. Mount traps on table 30 inches high. Off to one side string 8 practice targets with clothespins on horizontal line 2 feet above ground, and set pole with can on top.

Safety--Same as on rifle range; bolts open, point down-range, load and fire only on command.

Firing--Firing points are on each side of a trap. Each contestant fires one shot at a practice target; then one shot at can, sighting first at bottom of pole and following up to top. Contestants on either side of trap take turns shooting. Birds are released from trap on command of "pull," given by contestant.

Scoring--Five points for each bird broken.

Instruction--Field Sports Manual (No. 12020).

ARCHERY

Equipment--Bows, arrows (12 matched for each bow), targets, target faces, target tripods, ground quivers (wire), finger tabs, arm guards, tackle stand, range markers (signs, rope, stakes).

Range--Targets 60 feet from firing point; old rug or baled hay for backstop.

Safety--See page 75 of Archery merit badge pamphlet (No. 3381).

Shooting--On command fire at will; after all arrows are shot, count points and retrieve.

Scoring--As indicated on targets.

Instructions--Archery merit badge pamphlet, pages 11-15, or Field Sports Manual (No. 12020).

RIFLERY

Equipment--Rifles (.22 caliber bolt action or .20 caliber pneumatic), targets (one per man, plus demonstration targets), shells, ground cloths or mats, range markers (signs, ropes, stakes).

Range--Marksmanship merit badge pamphlet (No. 3338).

Safety--Stress safety with firearms by strict adherance to range requirements and safety rules. Recommended range requirements and safety rules can be found in Chapter 1 of Marksmanship merit badge pamphlet or in "Riflery" section of Field Sports Manual (No. 12020).

Scoring--As indicated on targets.

Instruction--Marksmanship merit badge pamphlet (No. 3338) or Field Sports Manual (No. 12020).

ORIENTEERING RACE

Put cross-country running together with compass and map skill and you have an orienteering race. It's a rugged outdoor sport that requires stamina and agility, both physically and mentally. With ten or twenty teams competing in speed and accuracy over an unknown course of one or two miles, the race makes a colorful and exciting event.

The site of the race requires one or two square miles of wooded area, such as is usually found in a Scout camp, public forest,or park, or hunting ground. Rolling terrain is best, but flat or mountainous land will do. In addition to the race course, a practice area of an acre is necessary.

The committee lays out the course and conducts the orienteering race as suggested in the Explorer Manual on pages 195-200.

Sources of information on orienteering are:

Maps-Topographical maps are available from the U. S. Geological Survey, Washington, D. C. (If your area is not mapped, set up the course by the directions on page 199 of the Explorer Manual.)

Compasses--Any accurate compass is suitable, but the Silva type, available through your Scout distributor, is especially useful for orienteering.

Books--These publications are available through the National Supply Service: Explorer Manual (No. 3506), see pages 195-200; Scout Field Book (No. 3649) see pages 58-62; Council and District Explorer Activities (No. 3145), see pages 40-41; Be an Expert with Map and Compass (No. 3559), a complete orienteering handbook.

Information--For more information on maps, compasses, and literature, write the American Orienteering Service, 220 Fifth Avenue, New York, N.Y.