



## Thank you for becoming a Leader in Training with Girlguiding Cumbria South!

*Everything that you need to do to qualify is outlined in the Leadership Qualification book. On the pages you will discover 'Helpful notes' in pink boxes: **please read these carefully as they will help you fulfil the requirements.***

Throughout your period of training you'll have the support of a knowledgeable mentor, your Commissioner and other leaders within your unit leadership team and local area. Your Mentor will be from a different unit from yours, and ideally you should arrange to meet at least once every half term to look through your book, tick off what you've achieved on pages 47-49, review your progress and set new goals which you note on page 45. Any member, however, may sign your Leadership Qualification book when a clause is completed.

The majority of what you will need to know can be found on the Girlguiding website or in the 2017 edition of The Guiding Handbook (order code 6052).

As a Leader in Training, please ensure you keep in touch with your Mentor and Commissioner, and also attend local leaders' meetings.

In addition, look out for opportunities to attend County trainings. These are advertised in the monthly County e-mailings that you will receive, on our Girlguiding Cumbria South website and in our 'Girlguiding Cumbria South Members' Facebook group. Essential trainings for the Leadership Qualification are:

- Section training (for Rainbows, Brownies, Guides or The Senior Section)
- 1<sup>st</sup> Response
- A Safe Space levels 1 & 2 (plus level 3 for Unit Leaders)
- GO (our 'Guiding Organiser' database)
- Accounts & Gift Aid (if you are doing module 4 to be a Unit Leader rather than Assistant)

When you go to a training, wear uniform and take your Leadership Qualification book along so you can ask your trainer(s) to sign the clauses that they have covered.

Once your Mentor agrees that you have completed the modules, and has signed them off on page 39, please double-check that you have included all necessary evidence for verification:

- Fully completed 'Useful information' list on page 1 using information from GO: remember to update this if new people take on any of the listed roles
- Completed 'Safety and unit administration checklist' on pages 43 & 44
- Certificates from County trainings you have attended
- An agenda (on which you have made notes) of a District/Division leaders' meeting that you have attended
- A poster, news article/advert (printed or online) or photograph to demonstrate how you have let the local community know about guiding activities (module 3)
- The County budgeting exercise or budgeting calculations for an event of your own, and/or unit accounts for one term recorded in either Girlguiding's downloadable Unit Accounts Pack (which sets the minimum standard) or a more advanced form of book-keeping (module 4)

- A term's programme, either by filling in the grid on page 36, or in whatever format your unit leadership team uses. This should include:
  - The Five Essentials in action (please indicate where each occurs in your programme)
  - The balance of elements of your section programme (again, please indicate where they occur):
    - The Rainbow Jigsaw - Look, Learn, Laugh, Love
    - The Brownie Adventure - You, Community, World
    - The five Guide Zones - Healthy lifestyles, Global awareness, Skills and relationships, Celebrating diversity, Discovery
    - The eight Senior Section Octants
  - Evidence of the girls making decisions concerning programme content (through Rainbow Chat, Brownie Pow-wow, Patrol Leaders' Council or Look Wider discussions) and where the girls have been involved in the delivery of the programme
  - The use of section transition resources to encourage older members to move up to the next section (My Pot of Gold for Rainbows, Brownies Go For It! and Move on Up! for Guides)
  - An activity in which the unit participates with members of another section
  - Evidence of the whole unit leadership team being involved in the planning and carrying out of the programme
- You don't need to write much at all for your Leadership Qualification, but it is useful to outline and review what you did for:
  - Your 'Understanding the Promise' activity
  - Your two contrasting activities within the meeting place
  - Your activity away from the meeting place - you should include a copy of the information part of an 'Information & Consent' form and a risk assessment
  - Your contribution in helping your unit participate in an event with at least one other unit
  - Your contribution to an activity to help raise awareness of guiding and support recruitment (module 4)

When you send your Leadership Qualification book to be verified, please only include actual evidence of what you have done and need to show. **Please do not include Girlguiding catalogues, leaflets or handouts from trainings.**

Wishing you every success - I hope you enjoy your journey towards leadership! If you have any queries, please do not hesitate to get in touch.

Jane Asquith  
 County Leadership Co-ordinator  
[leadership@girlguidingcumbriasouth.org.uk](mailto:leadership@girlguidingcumbriasouth.org.uk)

- ❖ Your Unit is \_\_\_\_\_
- ❖ Your District is \_\_\_\_\_
- ❖ Your Division is \_\_\_\_\_
- ❖ Our County is Cumbria South
- ❖ Our Region is North West England
- ❖ In the UK, the association we belong to is Girlguiding
- ❖ As members of Girlguiding we are also members of W.A.G.G.S. (The World Association of Girl Guides and Girl Scouts)
- ❖ Each year, on the 22nd February, we celebrate World Thinking Day with more than 10 million other members of W.A.G.G.S. around the world

