

Learning and Development

Unit Leadership Qualification

Learning Plan



Unit Leadership Qualification	
Who	The Unit Leadership Qualification for both Unit Leaders and Assistant Unit Leaders is designed to ensure new Leaders and Assistant Leaders gain the knowledge, and develop the skills, attitudes and behaviours required to successfully facilitate an engaging Guide program safely for their Guides. The Qualification includes a variety of learning activities to be completed. The <i>Managing Your Unit</i> module is only for Unit Leaders. The Unit Leadership Qualification can be completed in six to nine months.
How	The Leadership Qualification Leader Passport sets out the full requirements for the Unit Leadership Qualification and records any relevant previous experience and/or qualifications, as well as progress. Depending on previous experience and/or qualifications, it is possible to gain exemption from some of the requirements through Recognition of Prior Learning (RPL). The recommended reading and eGuiding modules provide the knowledge required for the role; the training provides experiential learning; the activities within the Unit setting provide more practical applications, and the reflective activities embed everything that the new Leader has learnt.
What	This Learning Plan Summary can be used by new Leaders and/or Mentors to keep track of tasks completed. It is optional. Refer to the Leadership Qualification Leader Passport for full details of each task.

Induction	
Induction meeting with District Manager	Induction meeting with Mentor

Girl Guiding in Australia

Guiding Orientation eGuiding module	GGA Leader's Handbook Chapter 3	Activity: Access the GGA website and review.	Activity: Access your SGGO database and locate information.
Activity: Find out uniform requirements.	Activity: Attend a District meeting.	Activity: Attend a Unit meeting within a different District.	Reflection: How do the traditions in your District represent and reflect Guiding in your Unit?

Child Safe Child Friendly

CSCF for Adults in Guiding eGuiding module	CSCF for Leaders and Managers eGuiding module	Guide Lines - CSCF Framework	Review the CSCF Framework and understand your responsibility.
Activity: Review the CSCF Framework and "Tell us what you are worried about?" form.	Activity: Research the process to follow for a child to travel in a Leader's vehicle.	Reflection: Think about how Leaders contribute to a CSCF community?	

Facilitating the Australian Guide Program

<i>Facilitating the Girl Experience</i> eGuiding module	<i>Leadership in Your Unit</i> eGuiding module	<i>Girl Recognition System</i> eGuiding module	GGA Leader's Handbook Chapter 4
GGA Leader's Handbook Chapter 5	Activity: Deliver 2 planned Unit meetings.	Activity: Help Guides decide about their program or meeting format.	Activity: Use the AGP Process to facilitate a Patrol/Unit activity.
Activity: Facilitate a Guide to set and complete a challenge and facilitate peer assessment.	Reflection: What went well with activities you facilitated?		

Risk Awareness

Risk Awareness eGuiding module	HTLAID002 Provide Basic Emergency Life Support qualification	GGA Leader's Handbook Chapter 7	Guide Lines - Risk
Activity: Conduct an informal risk assessment for 2 Unit activities (using 3 Questions).	Reflection: Reflect on the informal risk assessment used for all activities.		

Managing Your Unit

GGA Leader's Handbook Chapter 6	GGA Leader's Handbook Chapter 8	GGA Leader's Handbook Chapter 9	Activity: Prepare and submit a report of the Unit's activities for the term.
Activity: Keep the membership/personal/badge records.	Reflection: Have you considered any ways that Unit records could be managed in a different way?		

Check in with your DM (this form does not need to be sent to GGV)

Complete the LQ Training

Girl Guiding in Australia

Activity: Identify key tasks you are responsible for as a Unit Leader.	Activity: Reflect and discuss on what the Guide Promise and Guide Law means.
--	--

Advocating for Girls and Young Women

Activity: Discuss various aspects to using culturally appropriate language.	Activity: Discuss how your Unit can be more inclusive and challenge gender expectations.	Activity: Research the WAGGGS website and find an age-appropriate resources for use in your Unit.	Activity: Identify any age-appropriate opportunities for your girls.
---	--	---	--

Facilitating the Australian Guide Program

Activity: Reflect and discuss on the appropriateness of the activities in your Unit.	Activity: Reflect and discuss how well the Patrol System is working in your Unit.
--	---

Managing the Unit

Activity: Discuss appropriate methods to communicate Unit activities that meet the needs of Guides.	Activity: Discuss the requirements for the annual review of Unit finances or the annual audit process.	Activity: Discuss available resources to assist with recruiting girls into the Unit.
---	--	--

Qualification and Appointment

Leadership Qualification and Appointment Form
