



Staff in Confidence with first entry

Adult Review and Development Plan

Member's Name:	Appointment:
Contact Phone:	Section:
Scouting Manager:	Formation:
Records Check:	I have reviewed my Extranet printout and there are/ are not amendments indicated on attached sheet.

Purpose of Plan

Review of Appointment	Change or new appointment	Change in Duties
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Plan Period: From _____ to _____

Parts 1 & 2 (only) are optional for all new Members

1. **Self review** – Place a where you rate yourself

Development area	Excellent	Very Good	Good	Fair	Scout Manager assessment
Personal Example (Duty to God, Promise & Law, Uniform)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Team Work (working with Team members in your Formation and other Scouting Teams)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership (eg working with others, style, delegation to youth members etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationships (eg with other leaders, parents, community, youth members etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal Development (eg development of knowledge skills associated with role)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organisational skills (eg activities have <u>you</u> arranged: camps, outings, special program nights)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Progress and Achievement Review

What have you achieved in your role?
What do you believe you still need to do?
What personal development did you complete in the past 3 years (Scouting and non-Scouting)?
Comment on your satisfaction with your current role including the support you have received.

Staff in Confidence

3. Plan for the Future

In priority order, what are you going to achieve in your role in the next 12 months?

Goal 1
Goal 2
Goal 3

4. Personal Action Plan

What is it you would like to do for your own personal development and how can the Movement assist you to meet these needs?

I would like to do (including completion of Basic or Advanced Wood Badge training, or if change of role is requested):

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The Movement can assist me by:

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5. Scouting Manager's comments and recommendation (Renewal, Reassignment or Retirement)

If Reassignment or Retirement is recommended, detailed justification is required.

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Member's comments if AR&DP is not accepted

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Signature of Member:

Signature of Scouting Manager:

Date AR&DP completed:

Signature of Region Commissioner or Assistant Chief Commissioner as appropriate:

Appointments Committee use only	Date received
Closure – AR&DP placed on Member's personal file	