

GAP 100
Activity Support

GAP 100 Reference #

125

What

Group Referral

Why:

- Scouts Canada's membership is not solely with the group with which you register but with the movement, hence, membership is transferable to any group across Canada. In the case of an adult volunteer it is important their file on the "Membership Management System" (MMS) is transferred so that valuable screening, service, recognition and training information is readily available to the new group.

What do I Need

- Mobile Memo
- "Scouting Career Checklist" – Although not necessary but can be a very useful tool in outlining ones history, you can go to [http://hwscouting.ca/honours awards resources.htm](http://hwscouting.ca/honours_awards_resources.htm) to a copy and view the background of the tool.

Who Do I Need

- If you need help contact your Council Field Executive (CFE). Don't know how to contact your Council Field Executive (CFE) try your Area Commissioner (AC) or call the Southwestern Ontario Admin Centre (SWO) at either 519-432-2624 or toll free at 1-866-568-7472.

Preparation

- A "Mobile Memo" can be put together in the form of a simple memo, preferably on Council Letter head introducing your volunteer or youth.
- The memo should contain the member's file # from the "Membership Management System" (MMS).
- For a youth it is helpful to include their record listing the badges earned but is not necessary.
- Make sure your parent or volunteer knows about the "Group Locator" on Scouts Canada website at www.scouts.ca for information on a group to their new locale.

How do I do it

- Both volunteers and parents of the youth should be made aware that Scouts Canada's membership is transferable.

Follow-up:

- Before the family leaves get an email or phone number so that you can check in to make sure their transition has been smooth.
- You can also check-in with your Council Field Executive (CFE) who has the resources to confirm if they have settled into a group in their new location.