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Date:

**TO:** **Police Force or Department**

**RE: Volunteer to Scouts Canada**

**\_\_\_\_\_\_\_\_** (**DOB: mm/dd/yyyy** has applied to be a **\_\_\_\_\_\_\_\_\_\_\_\_\_\_** with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Full Name) (Volunteer Position) (Scout Group name)

In accordance with Scouts Canada’s screening policy a “Police Records Check” is a mandatory requirement for all applicants over the age of 18. For new members, a “Vulnerable Sector Check” is also required before membership is accepted into the Organization. Scouts Canada’s Volunteers receive no remuneration.

Volunteer Scouters work closely with youth ages 5 to 17. The responsibilities of a Scouter are:

* Provide children and youth with appropriately challenging, weekly meetings.
* Ensure that the health and safety of all members is maintained continually. This is a primary concern.
* Participate in Section planning meetings with the youth members of the Section Leadership Team.
* Develop close working relations with other members of the team and share the responsibility of operating the Section with all Scouters.
* Support and participate in special meetings and activities, including outings and family camping experiences.
* Know and use resource material available, including various handbooks.
* Maintain good relations with parents/guardians, and encourage activities, which involve them.
* Encourage recruitment of members and help the Group Committee recruit other leaders.
* Maintain good relations with leaders in other Sections and attend Group Council, Group Committee and local Council meetings as required.
* Take training for the position, including regular sharing sessions, special interest and outdoor activity skills.

The individual named in this letter is:

A RETURNING member and requires a CRIMINAL RECORDS CHECK & JUDICIAL MATTER CHECK only.

A NEW member and requires a CRIMINAL RECORDS CHECK with VULNERABLE SECTOR CHECK.

I am authorized by Scouts Canada to submit this request. If you have any questions, please contact the undersigned.

|  |  |
| --- | --- |
| Yours in Scouting, |  |

Council Relationship Manager – Tia Lutz

*Tia Lutz*

[Tia.lutz@scouts.ca](mailto:Tia.lutz@scouts.ca) 1.306.209.9744