

HOME STUDY BASIC LEADER TRAINING

Date _____ Troop Number: _____ Position: _____

Name _____

Phone _____ Email _____

Address _____

City, State, Zip _____

Welcome to the Frontier Girls Home Study Course for new leaders. Because our troops are scattered over many states, this is our most effective form of training. As more troops open in close geographical areas, we will begin to implement on-site group trainings.

Read through the entire Leader Handbook and look over the instructions for both the Record Keeping Binder and the Financial Binder.

When you have read through everything, complete the Home Study Test, be sure to complete the evaluation as well so that we can continue to improve our training process.

RETURN THE COMPLETED HOME STUDY TEST (including the evaluation sheet) to:

Kerry Cordy
Frontier Girls
17040 Austin Lane
Cottonwood, CA 96022

You will be notified of how you scored on the test. Completion of Basic Leader Training with a passing score of 80% or higher entitles you to wear the Canadian Geese Leadership Pin which you may order through our catalog. You may not conduct any Frontier Girls meetings or activities until this test has been passed.

Home Study Training Test

The Basics

1. What is the Frontier Girl Promise?

2. What is the Frontier Girl Motto?

3. What are the 9 parts of the Frontier Girls Creed?

4. What are the four program goals?

Otters

1. How old are Otters? _____

2. What grades are Otters in? _____

3. List 3 common characteristics of an Otter age Frontier Girl.

4. Why is this age level called Otters?

5. Kimberly is entering first grade. She comes from a large family and often feels overwhelmed by the various conversations and the flurry of activities around her. Last year, her teacher found that Kimberly worked best when given explicit directions and concrete examples of what was expected of her. How can you make her feel at home in your troop?

6. Angela has mild ataxic cerebral palsy. Although she has some involuntary movements of her arms and legs, she is ambulatory and a good conversationalist. This fall she will be mainstreamed with other second graders for nonacademic subjects and will receive physical and occupational therapy at school. What adjustments may be necessary within your troop when Angela joins you?

Dolphins

1. How old are Dolphins? _____

2. What grades are Dolphins in? _____

3. List 3 common characteristics of a Dolphin age Frontier Girl.

— _____

4. Why is this age level called Dolphins?

5. Jennifer is an active 4th grader. She does average work in academic subjects, but shines when participating in anything athletic. She is frequently chosen by her classmates to lead games and enjoys showing others how to do something. How could you use her skills within your troop?

6. Tracy is a foster child who has lived with three different families. There are six other children in the home in which she now lives. Tracy likes to find a quiet place to read whenever she can. You notice that she frequently “tunes out” and seems lost in day dreams during your meetings. How would you address this?

Butterflies

1. How old are Butterflies? _____

2. What grades are Butterflies in? _____

3. List 3 common characteristics of a Butterfly age Frontier Girl.

— _____

4. Why is this age level called Butterflies?

5. Stephanie is a 12 year old Butterfly who is new to town and very shy. Your troop is made up of 20 girls ranging in age from 5-12, making her one of the oldest girls in the troop. How would you help Stephanie feel at home in your troop?

6. Nancy is a 11 year old Butterfly and the youngest of 8 children. She is used to getting her way and has been overly indulged by her parents. Every time the troop votes to do something that she doesn't want to, she complains and constantly says how "stupid" everything is. What might you do to handle the situation?

7. The Butterflies in your troop have formed a clique, leaving one Butterfly out in the cold. What do you do?

Eagles

1. How old are Eagles? _____

2. What grades are Eagles in? _____

3. List 3 common characteristics of a Eagle age Frontier Girl.

4. Why is this age level called Eagles?

5. Julie is a 15 year old Eagle. After a meeting she asks if she can talk to you and explains that her boyfriend is pressuring her to have sex. What do you do?

6. Lisa is a 17 year old Eagle who works part time and plays on her school's basketball team, but she still wants to be involved with Frontier Girls. In what ways might you help her meet all of her commitments without sacrificing any of the things that are important to her?

7. Becka is a bright 16 year old. She especially likes math in school. Since her mother works, Becka has taken on many of the responsibilities of caring for her younger brother and sister. She often sees what needs to be done without being told. How could you make her feel comfortable within your troop?

Working with Girls of Multiple Ages

Frontier Girls troops are designed to work with girls of varying ages, but every troop will be different. Some will consist of girls of all ages, from 5 up to 18, while others may be made up of nothing but 10 year olds. Regardless of how your troop is structured, we want you to be familiar with each age level. You never know when the dynamics of your troop may change and we want you to be prepared.

1. Are you required to have all four levels present in your troop? yes no
2. The more involved the girls are in the planning, the more excited they will be about participating in the activities of the troop, even if this means that not everything goes smoothly. True False
3. You have a troop made up of 10 girls, 2 are age 5 Otters, 5 are Dolphins, and 3 are Butterflies. While working on the beading badge you decide to make bracelets at your meeting. Explain how you might structure this activity so that all the girls could participate together and yet still be challenged according to their age level.

3. Your troop consists of 15 girls, but 12 of them are Dolphins, 1 is a Butterfly, and 2 of them are Eagles. How would you make sure that everyone feels like a valuable part of your troop?

4. Your troop is made up of 9 Otters, 2 Dolphins and 4 Butterfly. How can you avoid turning your older girls into babysitters?

Character Building/Community Service

1. Give four examples of troop service projects:

2. How many hours does an Otter need to earn one Servant's Heart Award? _____
A Dolphin? _____ a Butterfly? _____ and an Eagle? _____

3. How many service projects must a troop perform each year and for whom?

4. Give 2 examples of service projects appropriate for an Otter Make a Difference Award:

5. How many hours should an Otter Make a Difference Project take? _____

6. Give 2 examples of service projects appropriate for an Dolphin Make a Difference Award:

7. How many hours should an Dolphin Make a Difference Project take? _____

8. Give 2 examples of service projects appropriate for an Butterfly Make a Difference Award:

9. How many hours should an Butterfly Make a Difference Project take? _____

10. Give 2 examples of service projects appropriate for an Eagle Make a Difference Award:

11. How many hours should an Eagle Make a Difference Project take? _____

Merit Badges & Awards

1. For most badges how many requirements must an Otter complete? _____
A Dolphin? _____ A Butterfly? _____ and an Eagle? _____

2. List the 9 Areas of Discovery:

3. List the 3 merit badges troops are required to earn at least once every 3 years:

4. Why does Frontier Girls require these badges to be earned so often?

5. List the 5 areas that should be covered when writing your own badges:

6. What are the 3 requirements to Major in an Area of Discovery (Reach for the stars)

7. Why should you stress earning the Level Achievement award to all of your girls?

8. What are the 6 basic requirements for earning a Gem Award?

Financial Information

1. The suggested amount of troop dues is around \$ _____ per meeting, per girl, and money goes directly to the troop funds.

2. Registration fees are \$ _____ per girl per year and is payable to the Frontier Girls organization.

3. Troops are allowed to keep _____ % of funds raised in any fundraisers they participate in.

4. When choosing a fundraising activity you may sell anything you want without getting prior approval from Frontier Girls Headquarters. _____ True _____ False

Health and Safety Standards

1. What is the required girl to adult ratios? _____

2. Who may sign a contract or a site use form? _____

3. Men may not serve in a Leadership position, but may serve as troop volunteers.
_____ True _____ False

4. Which of the following is grounds for dismissal as a Leader or volunteer?

- A. Smoking at a Frontier Girls activity
- B. Drinking alcohol or being under the influence of alcohol at a Frontier Girls activity
- C. Carrying Firearms at a Frontier Girls activity
- D. Sexual Activity outside of marriage
- E. Child abuse
- F. Having a sexual offender of any variety living in their household
- G. All of the above

5. If a girl in your care needs to take medication of any kind, what form must be filled out and file before any medication is administered? _____

6. What is the buddy system and when and how should it be used?

Field Trips

1. Before leaving on a field trip, leaders should:
 - A. Have a signed permission slip for every girl attending.
 - B. Give each driver a sealed, labeled packet of the Health History forms for all girls and adults traveling in their vehicle.
 - C. Designate an Emergency Contact person.
 - D. Have a copy of all driver's insurance and driver's licenses on file.
 - E. All of the Above.
2. All cars must have a working _____ for each girl and adult.
3. If you are traveling more than _____ miles, you must first get approval from Frontier Girls Headquarters.

Troop Meetings

1. Before meeting with your troop for the first time you **must**:
 - A. Be approved as a volunteer and appointed as a leader
 - B. Have on file, both with the troop and with Frontier Girls Headquarters, registration forms for each girl.
 - C. Have a completed Health History form on file for each girl.
 - D. Complete and pass this training course.
 - E. All of the above.
2. Before meeting with your troop for the first time it is highly recommended that:
 - A. You hold a parent meeting.
 - B. Have at least the first 6-8 meetings planned.
 - C. Have troop financial backing in place.
 - D. All of the above.
3. Write the 8 parts of a meeting and an example of what can be done for each part.

4. Explain how to set up and use a kaper chart:

5. What is the “quiet sign” and what is it used for?

Leadership

1. What are the 8 leadership roles for girls within the troop?

2. What are patrols and how are they used?

3. What does the phrase “girl/adult planning” mean to you as a troop leader?

2. What steps would you follow to involve the girls in planning a service project?

3. What things will you do in your troop to help the girls develop leadership skills?

Uniforms/Recognitions

1. Uniforms are required to be worn at all Frontier Girls meetings and events. ____ True ____ False

2. Frontier Girl t-shirts may be worn in place of complete uniforms for any event or meeting the troop votes appropriate, with the exception of presentations by the Flag Corp. ____ True ____ False

3. List the three components of a basic Frontier Girl uniform.

4. List the 5 components of the Frontier Girls Flag Corps uniform.

5. List the 3 components of the Leader's uniform.

6. Where do Merit Badges go on a Frontier Girl uniform? _____

7. Where does the Membership and Level pins belong? _____

8. List three awards other than merit badges that a Frontier Girl can wear on her uniform.

9. Merit Badges stay on the vest when girls graduate to the next level. ____ True ____ False

10. Servant's Hearts, Leadership pins, Life Skills Achievement Awards, Make A Difference Awards, ARea Majors, Liberty Award, Fruit of the Spirit Award, Leadership Award and Gem Awards remain on the girl's uniform regardless of whether she has changed levels. ____ True ____ False

11. What color ribbon and tab stand for Otter? _____ Dolphin? _____
Butterfly? _____ and Eagle? _____

Ceremonies

1. List three ceremonies that a troop could plan and carry out:

Resources

1. Your Frontier Girl Troop can benefit greatly by drawing in other people in your community as a source of information, guest speakers, consultants, role models, etc. Name 10 community people you might be able to use as a resource person. (You may name professions instead of names if you prefer.)

a. _____

f. _____

b. _____

g. _____

c. _____

h. _____

d. _____

i. _____

e. _____

j. _____

2. What should you do if your girls express a desire to learn about something you have absolutely no experience in?

I, _____ have read the complete Frontier Girls Leader Handbook and understand and agree to abide by all policies and procedures found therein.

Signature

Date

HOME STUDY LEADER TRAINING PART II

Evaluation Sheet

Date _____ Name (optional) _____

Please check: New Leader (0-1 year) _____ Experienced (1 year or more) _____

In order to evaluate this method of training, we are asking you to please take a few moments to answer the following questions on the course you have just completed.

Excellent	Satisfactory	Average	Unsatisfactory	Poor
5	4	3	2	1

1. Your overall reaction to the Home Study 5 4 3 2 1

2. Rate the Home Study content:

Information 5 4 3 2 1

Application 5 4 3 2 1

Accompanying materials 5 4 3 2 1

3. What do you consider the strengths of this Home Study?

4. What do you consider the weaknesses of this Home Study?

5. Rate the amount of guidance or help you received from Frontier Headquarters? not applicable 5 4 3 2 1

6. What further training do you need?

7. What could we do to improve this training experience?

Thank you for your cooperation.

Please complete and return to:

Kerry Cordy
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17040 Austin Lane
Cottonwood, CA 96022