

## GOOD SERVICE AWARDS

### Introduction

There are three main types of service award: Long Service, Good Service and Meritorious Conduct/Gallantry. This document deals with Good Service Awards, although the County Awards and Recognition Team (see below) is happy to advise on the others. Long Service Awards should turn up automatically after 5, 10, 15, 20, 25, 30, 40, 50, 60 and 70 years.

You can find out all you need to know about applying for Good Service Awards at <https://www.scouts.org.uk/volunteers/learning-development-and-awards/awards-and-recognition/good-service-awards/>. Below is a summary of some key points and how the County can help with nominations, but do look at the website for more detail.

### The County Awards and Recognition Team (CART)

The CART is there to: ensure that all those with a County role are considered for Good Service Awards in a timely fashion by advising line-managers as to who is eligible; assist with the nomination process and make recommendations to the County Lead Volunteer; and encourage and assist Districts in setting up their own awards teams.

### Preconditions for Good Service Awards

To be considered, nominees must have a valid DBS disclosure (if required for the role). Current roles must be 'full' and mandatory learning must be up to date. The minimum duration of service for a particular award must have been completed (Chief Scout's Commendation, 5 years; Silver Acorn, 20 years) and it must be at least five years since the previous Good Service Award. If these conditions are not met, the system will automatically prevent you from nominating. Holding a Wood Badge is not a requirement.

To qualify for the Bar to the Award for Merit, the Award of Merit must previously have been awarded. To qualify for the Bar to the Silver Acorn, the Silver Acorn must previously have been awarded. Other than these cases, it is possible to 'jump' awards if the nominee has clearly been overlooked in the past. The key is that the service demonstrably matches the criteria for the award proposed. Having said that, the system currently doesn't allow 'jumping'. This should be fixed soon but, in the meantime, it needs to be done on an offline form, which the CART can provide on request.

If any of these conditions are not met, it might be appropriate to consider a Commendation Award, a Thanks Badge or a Chief Scout's Personal Award (see web site).

### The Awards

Good Service Awards are divided into two groups: *Lower Awards* (Commendation Award, Award for Merit, Bar to Award for Merit and Silver Acorn) and *Higher Awards* (Bar to Silver Acorn and Silver Wolf). Based on the required processes, it seems more logical to split the awards into three groups:

*Tier 1* (Chief Scout's Commendation and Award for Merit); these can be approved by District Lead Volunteers. They are not monitored by HQ.

*Tier 2* (Bar to Award for Merit and Silver Acorn); these can be approved by the County Lead Volunteer (or the Chair of the CART, who has delegated authority). A proportion of them will be monitored by HQ to ensure that Counties are applying appropriate standards, but HQ will not overturn County decisions.

*Tier 3* (Bar to Silver Acorn and Silver Wolf); these will normally be reviewed by the CART. All of these are approved by HQ, which can overturn the County recommendation.

## **Making nominations**

This is all done online. Log in to your account and click on Awards/Nominate someone. Any member can make a nomination.

Nominations must clearly demonstrate:

- good service (Chief Scout's Commendation)
- outstanding service (Award for Merit)
- further outstanding service (Bar to Award for Merit)
- specially distinguished service (Silver Acorn)
- further specially distinguished service (Bar to Silver Acorn)
- service of the most exceptional nature (Silver Wolf).

As well as carefully answering the questions on the form, giving plenty of specific detail of the nominee's service, there is a 'citation' section. Use it to summarise other sections on the form and sing the nominee's praises loud and clear. It is a useful prop for the person presenting the award and will appear on the recipient's profile.

Sample citations are available on the website:

<https://www.scouts.org.uk/volunteers/learning-development-and-awards/awards-and-recognition/citation-masterclass/>.

The CART will be happy to advise on/suggest improvements to the forms to give nominations the best chance of being approved, including citations, but please try hard to ensure that there is enough detailed information to match the standards of the examples on the Scouts website.

## **Timelines**

HQ deals with awards on a quarterly rotation, with deadlines being 31<sup>st</sup> March, 30<sup>th</sup> June, 30<sup>th</sup> September, 31<sup>st</sup> December. To be sure of hitting a deadline, please try to get your nomination in one month beforehand. This gives time for checking and amending.

**Rikki Harrington**

**Chair, County Awards and Recognition Team**

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