



Onboarding a New Leader Check list

- ❑ **WWCC (Working with Children Check) received**
New Leaders will require this to become a member of Scouts NSW, apply online at [Service NSW](#)
- ❑ **Application for Adult membership**
Apply online at [Scouts NSW](#)
- ❑ **National Police check email**
Respond to Email for National police Clearance
- ❑ **Operoo profile**
Respond to email for a profile with Scouts NSW
- ❑ **Scouts NSW Email address**
Activate your Scouts NSW Email address, you need this for all Scouts business
- ❑ **Scouts NSW Policies – the first ones to read**
Where to find the policy and what to do
 - [POL02 Youth Protection](#)
 - [POL03 Privacy Policy](#)
 - [Social Media Guidelines](#)
 - [Scouts Australia Child Protection Policy](#)
- ❑ **Individual Adult Volunteer Plan created**
Work through the [IAVP Phase 1](#) with the new member, including role description, code of ethics, code of conduct, the Training Pathway, including on demand modules and where to book a course.
This part of the plan is 12 months
- ❑ **Scouts Australia program Handbook received**
This can be downloaded at [Scoutshop.com.au](#) or a hard copy can be purchased

