

Necessary Training for CRM Summer Camp Staff:

(All Trainings must be completed and certificates of completion should be either: brought to camp during Staff Check-In Sunday, May 28th, 2023 or may be emailed to phillip.nichols@scouting.org before arrival at camp)

- 1) [E-Lawroom BSA Harassment Prevention Training](#)
- 2) [BSA Youth Protection Training](#)
- 3) [BSA Weather Hazards & Safety Training](#)
- 4) [Merit Badge Counselor Training](#)
- 5) [Leave No Trace Training](#)

I. To access the E-Lawroom BSA Harassment Prevention Training:

Seasonal Staff Harassment Prevention Training

Boy Scouts of America maintains a respectful and safe workplace for all employees, therefore it is equally important that all seasonal staff complete Harassment Prevention Training as it is for our full-time staff. The recent updates for Harassment Prevention Training content have resulted in a new link for seasonal staff to complete the required training. Seasonal employees will use the link below to log into the BSA Skillsoft Academy to access the training:

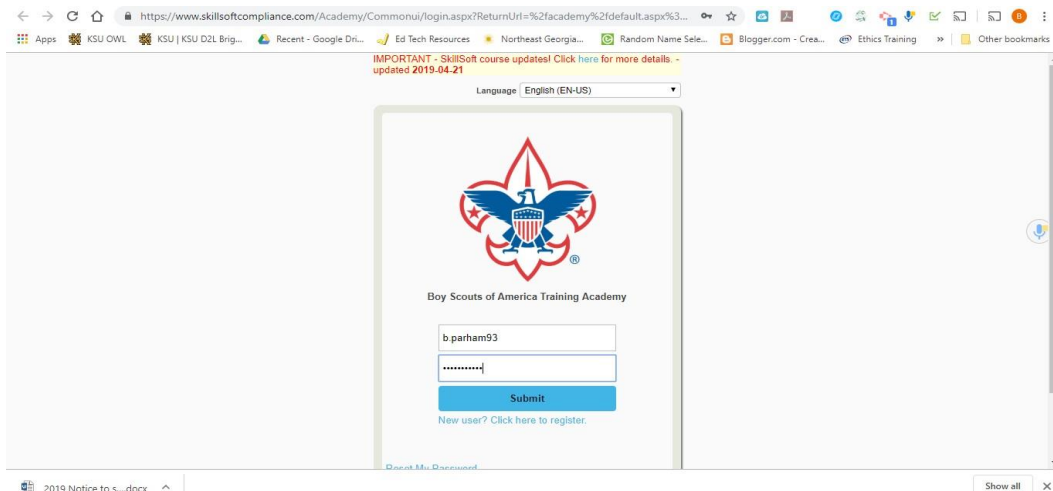
www.skillsftcompliance.com/academy/default.aspx?orgid=551502

Seasonal employees will select if they are in a manager or employee role and the correct training will automatically be assigned to them. They will also select their council name or high adventure base so that reports can be generated by the site.

It is recommended that seasonal employees print a certificate of completion at the end of the training and that the certificate is collected as part of the pre-employment paperwork.

Administration and Program Department Directors - Take the Manger Training
Instructors, Clerks, and CIT Participants - Take the Employee Training

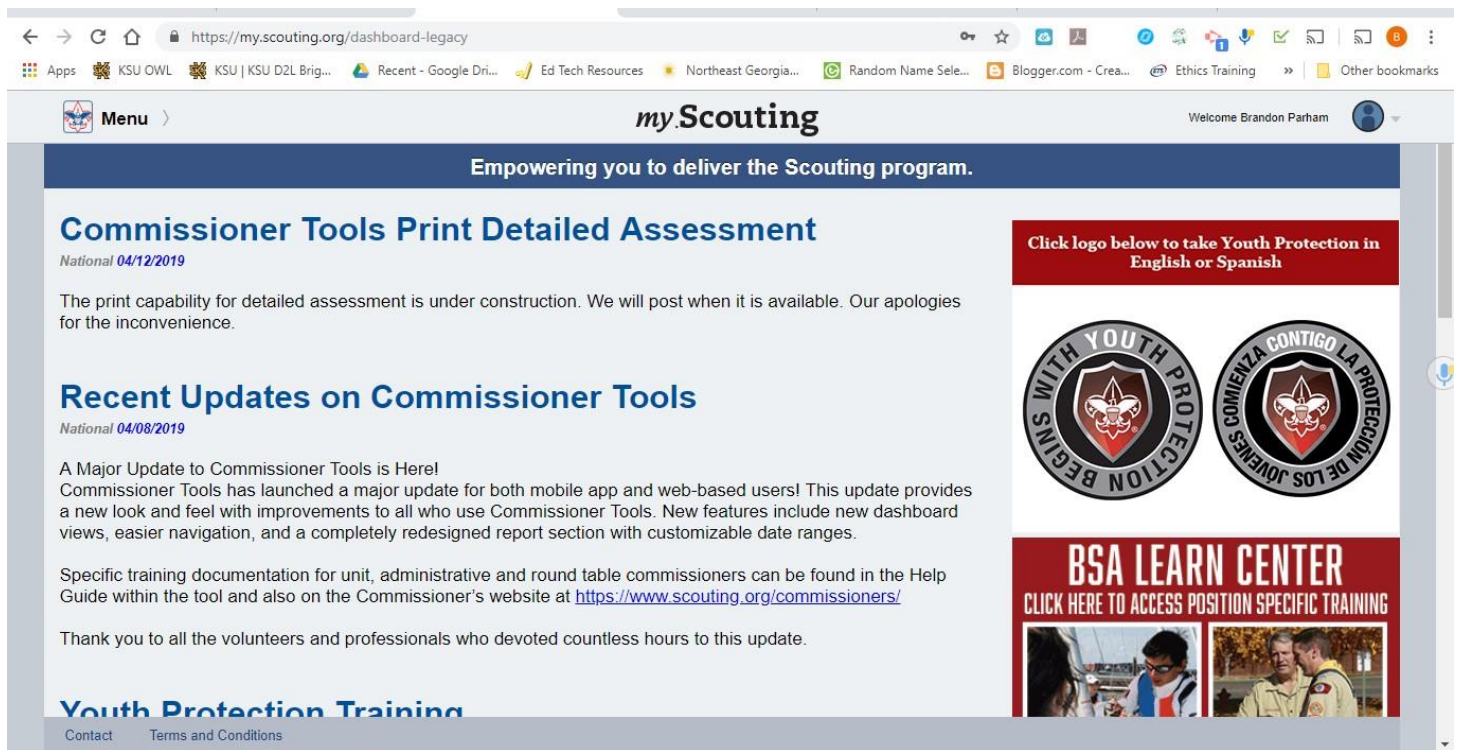
Make sure to sign-in using your BSA Member ID information.



II. To access the BSA Youth Protection Training

1) Go to my.scouting.org. Using your my.Scouting log In information, sign in to your account. If you do not have an account with my.Scouting, you will need to click the "Create Account" button on the left hand side.

2) You will be directed to the screen that looks just like the one below. Click on the "Youth Protection Begins with You" Badge on the right side of the screen.



The screenshot shows the my.Scouting dashboard. At the top, there is a navigation bar with the my.Scouting logo and a user profile for Brandon Parham. Below the navigation bar is a blue banner with the text "Empowering you to deliver the Scouting program." The main content area is divided into two columns. The left column features two news items: "Commissioner Tools Print Detailed Assessment" dated 04/12/2019 and "Recent Updates on Commissioner Tools" dated 04/08/2019. The right column contains two promotional banners. The top banner is red and white, with the text "Click logo below to take Youth Protection in English or Spanish" and two circular logos: "WITH YOUTH PROTECTION BEGINS" and "COMIENZA CONTIGO LA PROTECCION DE LOS JOVENES". The bottom banner is red and white, with the text "BSA LEARN CENTER" and "CLICK HERE TO ACCESS POSITION SPECIFIC TRAINING", accompanied by two small images of people.

3. You will click the button that says "Add Files". You will now have access to the Scouts BSA - Youth Protection Training Course in your dashboard. Click "Begin Course" to start. You may stop and pause the course at any time, and pick back up when you sign back into the my.Scouting program.

4. Once you have completed the course, you will print the certificate and will give to the administration at Camp upon Check-in during Staff Week.

III. To access the BSA Weather Hazards & Safety Training

1) Go to my.scouting.org. Using your my.Scouting login information, sign in to your account. If you do not have an account with my.Scouting, you will need to click the "Create Account" button on the left hand side.

2) Once logged in, you will click on the BSA logo labeled "Menu" found on the top left hand corner of the screen. Click the "Dashboard" Icon.

The screenshot shows the my.Scouting dashboard. At the top, there's a navigation bar with the my.Scouting logo and a welcome message for Brandon Parham. Below this is a blue banner with the text "Empowering you to deliver the Scouting program." The main content area is divided into two columns. The left column features a section titled "Commissioner Tools Print Detailed Assessment" with a sub-header "National 04/12/2019". The text below states that the print capability is under construction. Below this is another section titled "Recent Updates on Commissioner Tools" with a sub-header "National 04/08/2019". The text describes a major update to the Commissioner Tools, including new dashboard views and improved navigation. The right column contains two promotional banners. The top one is for Youth Protection training, with the text "Click logo below to take Youth Protection in English or Spanish" and two circular logos. The bottom one is for the BSA Learn Center, with the text "CLICK HERE TO ACCESS POSITION SPECIFIC TRAINING" and two small images of people.

3. You will be directed to the screen that looks just like the one above. Click on "Training Center", then click "Expanded Learning (Includes Weather Hazards)" Icon.

The screenshot shows the "My Training" page on the my.Scouting dashboard. The page has a navigation bar with "My Dashboard" and "My Training" tabs. Below the navigation bar, there are tabs for "YPT", "Training Center" (which is selected), "Requirements", and "Completions". The main content area is titled "Training Courses by Program" and includes a link to "Click here for a list of position requirements." Below this is a list of training programs, each with a logo and a right-pointing arrow: "Cub Scouting", "Scouts, BSA", "Venturing", "Sea Scouts", "Exploring Youth", and "Exploring Adult". At the bottom of the page, there are links for "Contact" and "Terms and Conditions", and a "Help Manual" button.

4. You will see a course entitled "Program Safety". Click "Take Course"

The screenshot shows the my.Scouting dashboard. At the top, there's a navigation bar with the my.Scouting logo and a user profile for Brandon Parham. Below this is a 'My Training' section with a sub-header 'Expanded Learning (includes Hazardous Weather)' and a 'Back to Program Listing' button. A list of courses is displayed, each with a 'Take Course' button:

- Program Safety
- Baloo
- STEM Scouts
- Succession Planning
- Journey to Excellence
- Council Market Analysis
- Scouting Alumni & Friends
- STEM Nova Counselors & Mentors

At the bottom of the dashboard, there are links for 'Contact', 'Terms and Conditions', and a 'Help Manual' button.

5. Click "Add Course"

The screenshot shows the 'Program Safety' course page. At the top, there's a header with the course name and a 'Program Safety' icon. Below this is a summary bar with icons and counts for 'PLANS' (1), 'ASSIGNED' (0), 'INCOMPLETE' (0), and 'COMPLETE' (0). There are also sorting options for 'NAME (A-Z)' and 'FILTERS (#)'. A table lists the course details:

Course Name	Type	Completed Date
Program Safety	Standard Learning...	N/A

At the bottom of the table, there is a '+ Add Plan' button.

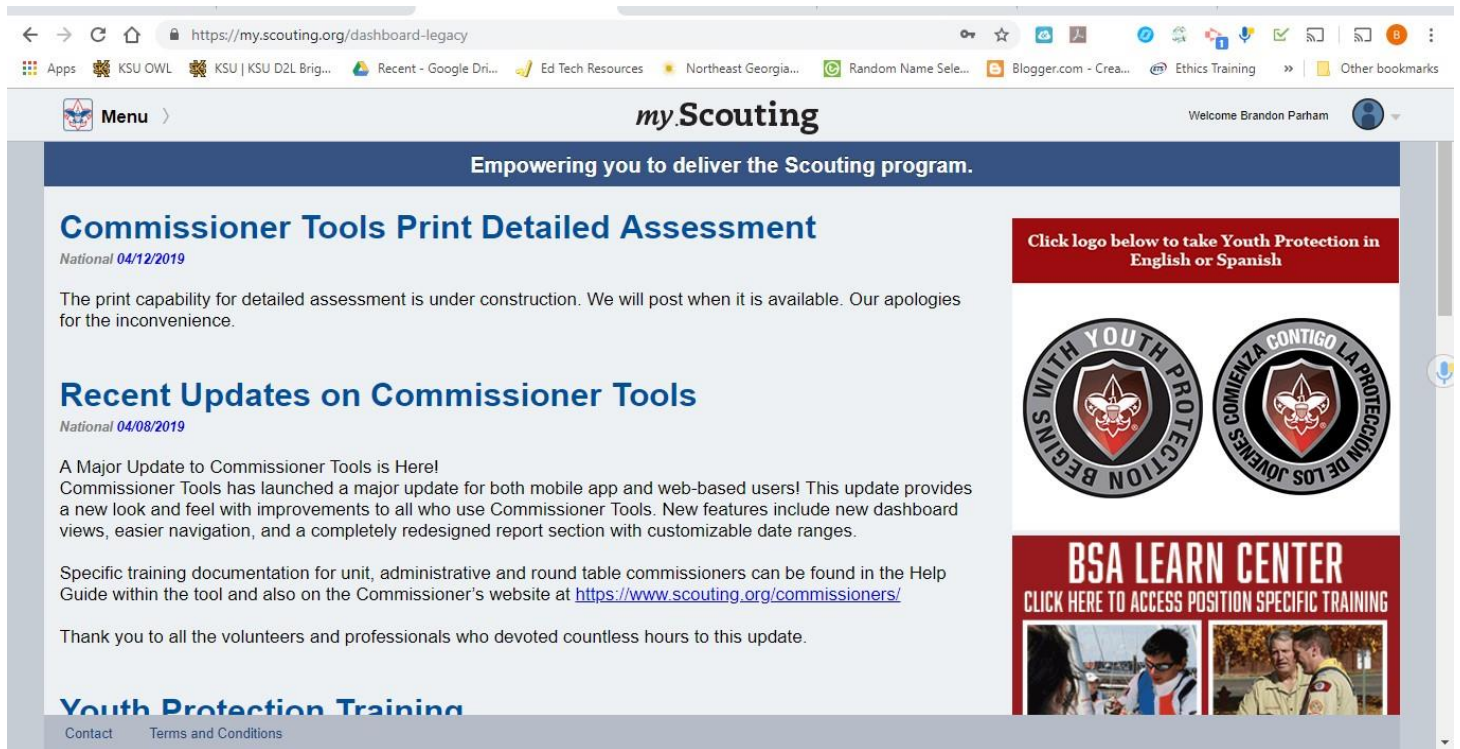
6. You will now have access to the Scouts BSA - Program Safety Course in your dashboard. Click "Begin Course" to start. You may stop and pause the course at any time, and pick back up when you sign back into the my.Scouting program.

7. Once you have completed the course, you will print the certificate and will give to the administration at Camp upon Check-in during Staff Week.

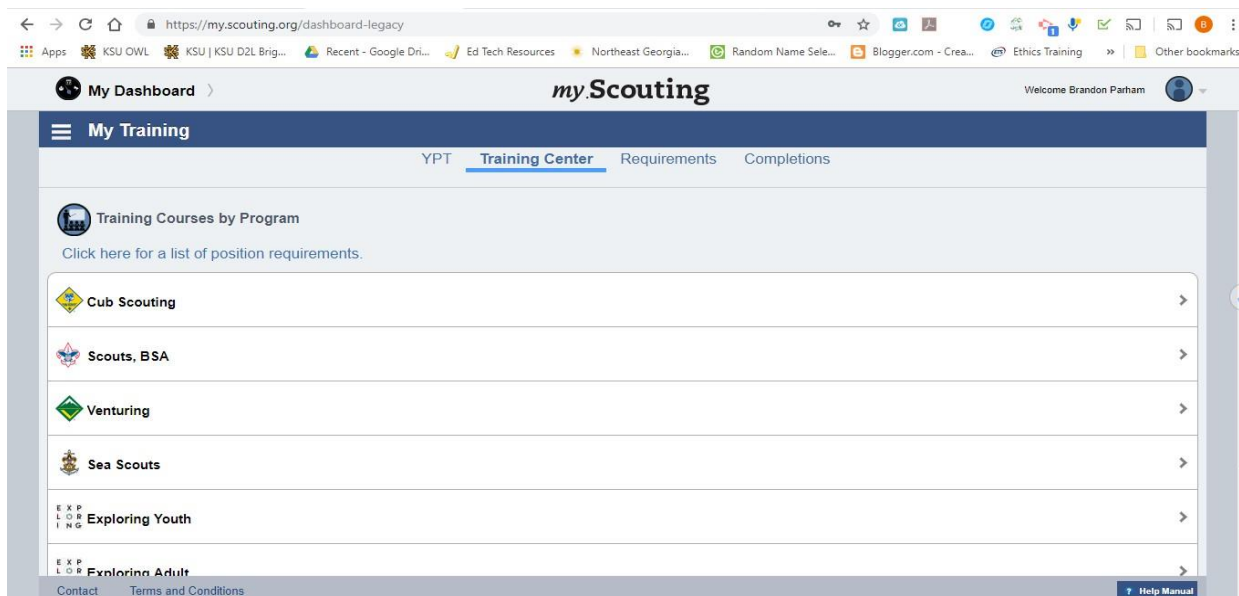
IV. To access the Merit Badge Counselor Training:

1) Go to my.scouting.org. Using your my.Scouting login information, sign in to your account. If you do not have an account with my.Scouting, you will need to click the "Create Account" button on the left hand side.

2) Once logged in, you will click on the BSA logo labeled "Menu" found on the top left hand corner of the screen. Click the "Dashboard" Icon.



3. You will be directed to the screen that looks just like the one below. Click on "Training Center", then click "Scouts BSA" Icon.

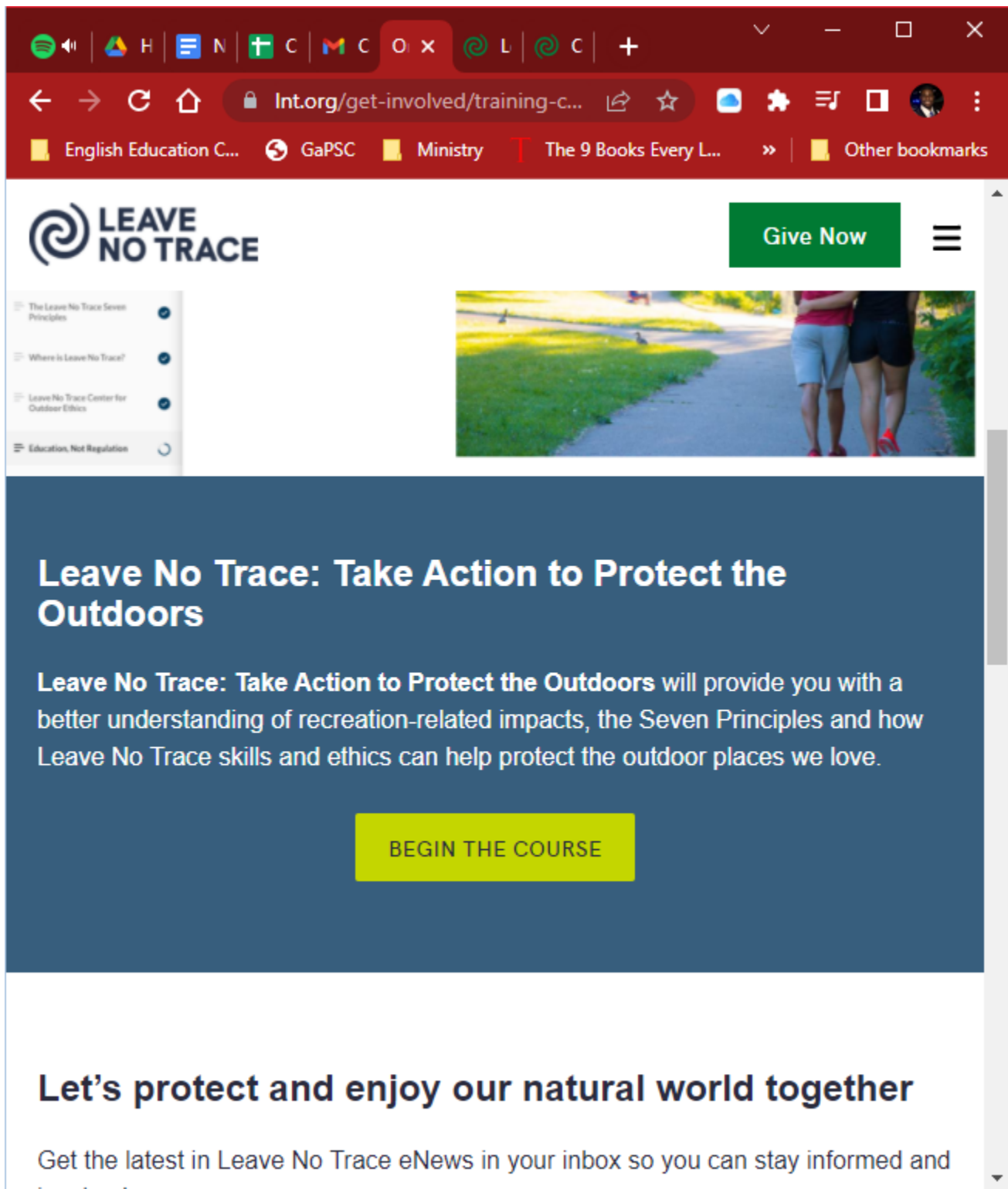


4. Once you have clicked the "Scouts, BSA" Icon. At the bottom of the screen, you will see multiple options for courses related to the Scouts BSA program. You are required to complete the "Scouts BSA - Merit Badge Counselor Training" for staff employment. You will click the button that says "Add Files". You will now have access to the Scouts BSA - Merit Badge Counselor Training Course in your dashboard. Click "Begin Course" to start. You may stop and pause the course at any time, and pick back up when you sign back into the my.Scouting program.

5. Once you have completed the course, you will print the certificate and will give to the administration at Camp upon Check-in during Staff Week.

V. Leave No Trace Online Training

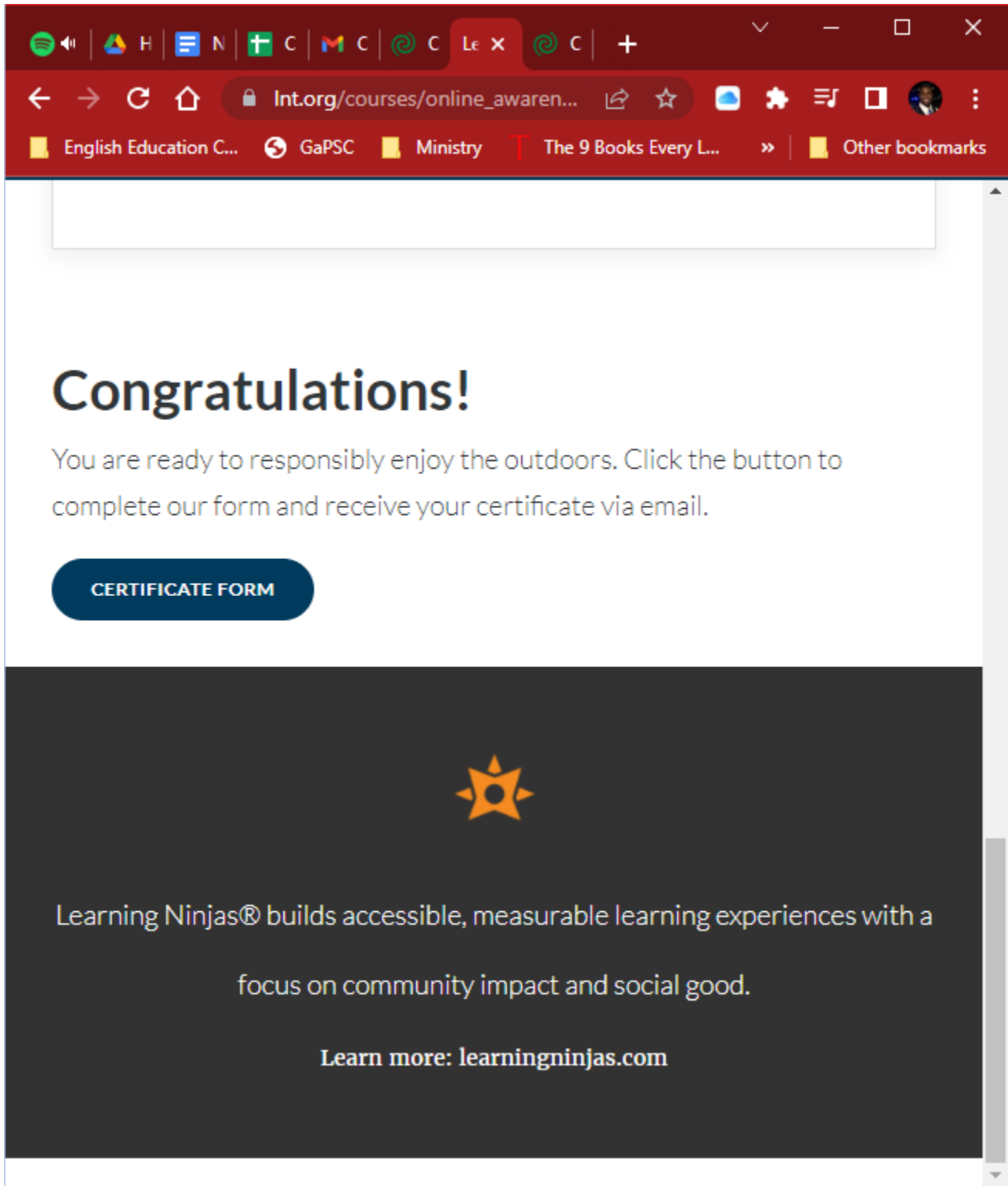
1. Go to <https://Int.org/get-involved/training-courses/online-awareness-course/>.
2. Scroll down to the “Begin the Course” button below “Leave No Trace: Take Action to Protect the Outdoors”. Click the “Begin the Course” button.



The screenshot shows a web browser window displaying the Leave No Trace website. The browser's address bar shows the URL <https://Int.org/get-involved/training-courses/online-awareness-course/>. The website header features the Leave No Trace logo on the left, a green "Give Now" button on the right, and a navigation menu. Below the header, there is a section titled "Leave No Trace: Take Action to Protect the Outdoors" with a blue background. This section contains a paragraph of text and a prominent yellow "BEGIN THE COURSE" button. Below this section, there is a white section with the heading "Let's protect and enjoy our natural world together" and a sub-heading "Get the latest in Leave No Trace eNews in your inbox so you can stay informed and".

3. Click “Begin” on the new blue screen.
4. Take the Online Awareness Course. When you are finished, click the blue “Certificate Form” found at the

end of the course.



The screenshot shows a web browser window with a dark red header. The address bar contains the URL "Int.org/courses/online_aware...". Below the address bar, there are several bookmarks: "English Education C...", "GaPSC", "Ministry", "The 9 Books Every L...", and "Other bookmarks". The main content area features a large "Congratulations!" heading, followed by a paragraph: "You are ready to responsibly enjoy the outdoors. Click the button to complete our form and receive your certificate via email." Below this text is a dark blue button with the text "CERTIFICATE FORM". At the bottom of the page, there is a dark grey footer with an orange star icon, the text "Learning Ninjas® builds accessible, measurable learning experiences with a focus on community impact and social good.", and the link "Learn more: learningninjas.com".

5. Fill out your contact information for verification. Print the certificate and bring to camp.