

The Boys' Brigade in Scotland



Company Health Check

An exercise to aid Company development

How to use the Company Health Check

In our work in The Boys' Brigade, we should always be asking ourselves what it is that we are good at and where we can improve. This health check is designed to be an aid to that process, marking out areas that are important to the general smooth running of the whole Company.

This is not some sort of test or audit of your Company. The health check is not meant to be yet another piece of arduous paperwork, it is designed to be a quick and easy tool to help you and other leaders think about your strengths and areas for development. It might be helpful to invite someone from outside your Company along to help you complete the Health Check.

The Health Check will allow you to rate aspects of your company as follows:-

Green Good progress is being made in this area.

Amber Some aspects require attention/additional support but generally good.

Red Indicates areas of concern. Addressing these areas and seeking additional support should make your Company's work easier and more effective.

This health check will only be truly useful if you are able to be honest with yourself. Rating yourself as red in an area does not mean you are running a poor company, it may be quite the opposite, but it might identify an area where you would want to make changes.

Once you have completed the Health Check, it will be important to do something about your findings. Remember to congratulate yourself and fellow leaders on the strengths, and then try to set short, medium and long term goals for your Company. Ensure that these are realistic and plan how you will work towards them.



| Area | Green | Amber | Red |
|----------------------------|--|--|---|
| Numbers | All sections have more than sufficient numbers to run a varied and progressive programme. | One or more sections is struggling for numbers to run programme. | All sections have less than sufficient numbers to run an effective programme. |
| Leadership | There is always a good ratio of leaders to members. | Leadership levels are adequate, however sometimes a shortage of leaders causes problems. | The Company is usually short of leaders which puts severe limitations on what the Company can offer to members. |
| Training of Leaders | All Officers have completed Youth Leader Training. Members of staff have additional training (i.e. First Aid, Holiday Leadership, and Expedition) and offer a range of talents and abilities to the Company. | Some leaders have completed Youth Leader Training but Company programme could be enhanced with additional training. | Leaders have less than adequate or no training to perform their roles within the Company. |
| Safety | All leaders are disclosure checked. A safe environment is provided for members and leaders. | All leaders are disclosure checked. There are occasional lapses in best practice. | Not all leaders are disclosure checked. Situations of poor practice arise (ie. such as levels of supervision and safety of young people). |
| Programme | Programme in each section is well planned and offers members a fun, varied and relevant experience. Programme is progressive and participation is recognised through the award system. | Programme generally offers members a fun and relevant experience. Better planning or more imaginative activities would help. | Programme is repetitive, offers little progression and suffers from a lack of planning. |
| Whole Company | Company does at least one activity involving all sections per session. | Activities occasionally involve more than one section. | Activities never take place with all sections. |

Company Health Check

| Area | Green | Amber | Red |
|--|--|---|--|
| Residential Experience (Junior, Company, and Senior Sections) | Members have regular access to a residential experience. | Access to residential experience is limited, but most members will have access to at least one residential experience per session. | Members have no access to a residential experience. |
| Linking Sections | There are good links between all sections and members move up age groups with relative ease. | There is limited communication between sections and transition is sometimes hard work. | There is no or very little discussion between sections and transfer rate is poor. |
| Fundraising | Fundraising is regular and planned, the Company operates effectively within its financial means. | Fundraising is done sporadically and only when needed. The Company sometimes struggles financially. | The Company does no fundraising or regularly finds itself in financial difficulty. |
| Finance | Company maintains full accounts and spending is within the Company's means. The Company may be a registered charity. | Company accounts are kept, but book keeping could be improved. | Accounts are not properly maintained. Few people have any idea of the Company's financial situation. |
| Meeting Space | Average company night meeting space is effectively used to ensure that the programme can run to its full potential. | The way meeting space is used occasionally causes issues amongst sections of the Company or differing activities leaders want to run. | Ineffective meeting space is often a problem when running activities on a Company night. |
| Staff Meetings Company and Sectional | Staff meetings are planned in advance, are held regularly to plan activities and deal with relevant Company business and include all members of staff. | Staff meetings are held occasionally, including only some of the Company staff and mostly manages to deal with Company business. | Staff meetings are rare or non-existent, meaning that there is little planning or communication among leaders. |



| Area | Green | Amber | Red |
|--------------------------------|--|---|---|
| Equipment | All sections have access to a variety of useful equipment which is regularly used to enhance the programme and meets the needs of members. | Company has access to enough helpful equipment, but this is not often used to its full potential. More/ better equipment would greatly increase what the Company could offer to members. | Company lacks sufficient equipment to offer an interesting or relevant programme to members. |
| Communication | There is effective communication amongst all leaders at all times. Communication with members' parents is good and well maintained. The Captain circulates information to other leaders and members. | Communication is at a level which allows the company to run fairly well, but there are regularly situations where there should have been better communication amongst leaders or with members' parents. | Leaders do not communicate effectively, which often leads to confusion or disagreement. There is little communication with parents/guardians. |
| Church Relations | Company seen as an integral part of the Church and a tool for mission and outreach. | The Company and the Church would benefit from a more active relationship. Communication with other organisations is similar. | Relationship with the Church is poor and Company merely seen as a user of the premises. |
| Church and Young People | Members of the Company and their families are aware of and participate in the wider activities of the Church. | Members and their families sometimes are involved in other aspects of the Church outside the BB. | Members and their families do not participate in and have little awareness of activities in the Church outside the BB. |
| Recruitment | The Company recruits new members regularly. There is a good relationship with local school(s) and community. | The Company struggles to recruit new members. Recruitment would be made easier by improved links to school(s) and community. | Recruitment of new members is infrequent. Links to local school(s) and community is poor or non-existent. |
| Wider BB Participation | Leaders regularly attend Battalion/national meetings and the Company takes part in Battalion/national activities. Opportunities are sought to work with other Companies. | Leaders sometimes attend Battalion meetings and the Company occasionally takes part in Battalion activities. | Leaders do not attend Battalion meetings and the Company does not take part in Battalion activities. |



Company Health Check

Company Name:

(please tick appropriate Boxes)

| Area | Green | Amber | Red |
|------------------------|-------|-------|-----|
| NUMBERS | | | |
| STAFF | | | |
| TRAINING OF STAFF | | | |
| SAFETY | | | |
| PROGRAMME | | | |
| WHOLE COMPANY | | | |
| RESIDENTIAL EXPERIENCE | | | |
| LINKING SECTIONS | | | |
| FUNDRAISING | | | |
| FINANCE | | | |
| MEETING SPACE | | | |
| STAFF MEETINGS | | | |
| EQUIPMENT | | | |
| COMMUNICATION | | | |
| CHURCH RELATIONS | | | |
| CHURCH & YOUNG PEOPLE | | | |
| RECRUITMENT | | | |
| WIDER BB PARTICIPATION | | | |

Where can I find additional support?

The Boys' Brigade has a lot of resources and support available. In particular you can:-

- Check the BB Scotland website <http://scotland.boys-brigade.org.uk/>
- Get in contact with your Battalion and other Companies
- Get in touch with Brigade staff

Helpful links

Numbers:

Take a look at scotland.boys-brigade.org.uk/recruitment

Leadership:

Check out the Volunteer Recruitment Toolbox

www.boys.brigade.org.uk/recruitment/recruitmenttoolbox-volunteer.pdf

Volunteer Development Scotland have developed a new system to highlight volunteer opportunities:

www.volunteeringzone.org.uk

Safety:

You can view or download the latest edition of the Safety Handbook here:

scotland.boys-brigade.org.uk/safetyhandbook.pdf

Leader Training:

You can see what training is available across Scotland on this page:

scotland.boys-brigade.org.uk/training-database.htm

Fundraising:

Why not look at the latest information about Cashback grants:

scotland.boys-brigade.org.uk/cashback.htm

Recruitment:

In addition to the Recruitment section on website, take a look at the Online Print facility for personalised leaflets, posters and much more: onlineprint.boys-brigade.org.uk

Also, there is a variety of PR material such as artwork, pop-ups and banners from Scottish HQ.

Further help, support and advice

The Boys' Brigade, Scottish Headquarters

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