

This Guidance Note provides details on the screening interview when a person is interested in becoming an Adult in Guiding. An Adult in Guiding is an Adult Member, an Ongoing Volunteer or an Employee of Girl Guides Australia (GGA) or a State Girl Guide Organisation (SGGO).

The screening interview is an integral part of the screening and recruitment process required by the Child Safe Child Friendly Framework implemented by Girl Guiding in Australia in 2021. Being a Child Safe Child Friendly Community is a foundation of Girl Guides Australia

Girl Guiding in Australia welcomes volunteers in a wide variety of roles. Parents, guardians and/or carers of Youth Members are encouraged to contribute at events such as fundraising BBQs, working bees at the Guide Hall or camp site, or sharing a particular skill. Anyone who provides assistance on five or more occasions in a year at a Girl Guide activity where Youth Members are present or is involved with an overnight stay, or may have unsupervised access to a Youth Member must be an Adult Member, an Ongoing Volunteer, or an Employee.

It does not matter if the person's role is working directly with Youth Members or is in an administrative role, the commitment to child safe recruitment and screening is the same.

While Girl Guiding in Australia does not want to make the process of becoming an Adult in Guiding too time consuming, it is important that any applicant will understand it is a priority for Girl Guiding to put child safety at the forefront of their mind during the recruitment and screening process. There are some initial questions for a person who is interested in volunteering (see NEW VOLUNTEERS FIRST STEPS FORM). This is followed up with a screening interview which is one way to gather relevant information for the child safe checking process and to find out if there is a role suitable for the applicant within Girl Guiding (see NEW VOLUNTEER CHILD SAFE SCREENING INTERVIEW FORM).

Each SGGO will have a process for the screening interview that adheres to the requirements of the GGA Child Safe Child Friendly Policy and Procedures. The screening interview may take different forms depending on the prospective role. There may be information collected via an online expression of interest form which is then followed up by telephone. There may be a visit to a meeting of a Guide unit – a 'come and see/come and try' opportunity. There may also be a meeting with a District Manager or Region Manager.

Applicants will be asked about the role they are applying for, their areas of interest within Girl Guiding and to make an undertaking to complete relevant training. More information about the process can be found in the member's section on the website of a SGGO or by contacting the Girl Guide State office.