



## ScouTrees Coordinator

Each spring, since 1972, thousands of Beaver Scouts, Cub Scouts, Scouts, Venturer Scouts and Rover Scouts – who are part of Scouts Canada, have planted trees through the Scoutrees program. Scoutrees gives all members the opportunity to demonstrate, through action, their concern for the environment. By planting trees, youth learn about the important role trees have in our lives, the critical need for conservation, the huge impact of climate change and how we can do our part to create a better world. The Nepean Area has several groups who regularly participate in planting trees with the city of Ottawa (primarily) and Baxter Conservation area.

### Note:

Organization can occur using email, so it can be done at night or on weekends. The coordinator needs to be there for the plant. They may also delegate a plant site to a certain group if more than one plant site is available. For Instance in 2015 Nepean area had 3 plant sites setup by the ScouTrees coordinator. Area took one plant site for 1000 trees, 27<sup>th</sup> Nepean took one plant site for 500 trees, and the 19<sup>th</sup> Nepean took one plant site for 250 trees. Both the 27<sup>th</sup> and the 19<sup>th</sup> directed their own plants. The 123<sup>rd</sup> has planted at Holland Estates as a group for over 30 years and will need very little help. They usually require envelopes and crests but nothing else.

### Organizing the Event

1. In January, confirm the date with Area Commissioner. The event should be scheduled to last 2 hours. (The Area is not responsible for food after the event.)
  - a. First Saturday morning in May.
  - b. Some groups do ScouTrees on a different day and location as a fundraiser. They may or may not ask for crests.
  - c. Plants usually start at 10:00 and end at 12:00. These times are only guidelines and can be adjusted for the number of trees. Historically Nepean Area can easily plant 500 trees in a 2 hour period.
2. In the first Area meeting (January), ask Groups who wants to participate.
3. Follow-up with an email to entire Area team to confirm who is participating.
4. In Late February/early March contact the Voyageur Council ScouTrees rep. (currently Doug Lyon [douglyon@rogers.com](mailto:douglyon@rogers.com)) to inform him of Nepean Areas desire to take part in ScouTrees.
5. Create a 1-page flyer for GCs to distribute to their sections in March. Your flyer should include:
  - a. Date, Time, Location

- b. Add a reminder of what to bring (shovels/buckets) and that leaders and/or parents must attend. The organizer does not supervise youth.
6. In March, contact the Voyageur Council Office about ordering crests (300) and envelopes (200).
7. Stay in touch with the Voyageur Council ScouTrees rep. They should have the plant sites figured out by the middle of March. Final plant maps may not be available until the middle of April.
8. Send the final plant maps to the GC's as soon as you receive them. The GC's will need time to distribute them to their sections.
9. Pick up the crests and envelopes at the council office.
10. Send a reminder to GCs 2 weeks before event (mid April) reminding them about the event, the leader requirements and any other developments.
11. Make arrangements with the council ScouTrees rep for tree delivery. This usually happens the day before the tree plant so you'll have to store the trees somewhere safe and out of direct sun until the trees are delivered to the plant site.
12. Make arrangements to deliver the trees to the plant site. This can be performed by you or delegated to others if groups are doing self-directed plants. Remember to give ScouTree crests to those groups doing self-directed plants.

## Plant Day

13. Show up on plant day to administer the plant and to give out the crests.
14. Be prepared to instruct planters on how to plant a tree. Some of your planters may never have planted a tree before.
15. Keep in mind some planters may not arrive precisely at the start of your plant. Try to keep the eager planters planting while administering the plant rather than allowing a free for all. A well administered plant will see trees intermixed around the plant site with trees for everyone. However, if you have 100 trees left and only a half an hour left in your plant pull out all the stops!! Your main objective is to get the trees planted! You're trying to perform a natural plant. No lines of trees!
16. Follow-up the event with a summary to the Area team, include how many youth participated, how many trees planted, how many crests you handed out.
17. Sit back and enjoy the quiet until next year! Good Job!!