

## **What is an Element?**

Elements are a supportive side-kick to our regular Girl Guide Program. Elements were developed to answer the need in Bridging River Area Girl Guide's membership for specialty activities in addition to regular meetings. Elements are usually of a shorter time commitment, for example one meeting or a few sessions.

To expand an example, a camping Element is a wonderful opportunity for girls who are in units who do not camp. (And yes, there are units that don't camp!) A possible scenario could be a couple of meetings to go over camping equipment, knots, camp cooking etc and then a weekend (or longer) camp. This would appeal to both girls who have not experience camping and to seasoned campers who can't get enough.

## **Who can put on an Element?**

A Guider or Guiders may host the event themselves or with the assistance of a third-party service provider. Leaders of Elements must be currently registered in Girl Guides of Canada and may be serving in any capacity – Link, Trefoil Guild, Unit Guider, Committee or Council Members. All Safe-Guide ratios and procedures must be followed.

## **What kind of things are good Elements?**

In regular Guiding meetings, the interests and skills of the leaders are expressed. The same holds true for an Element. Topics or skills that are of interest to you or your target girls, Nationally directed initiatives or special trainings are only some possibilities for an Element.

## **Elements that have been offered so far:**

- Geocaching
- Self-defence
- Running Program
- Learn to Camp
- Canoeing

## **Who are Elements for?**

You decide. Is it for Sparks? Rangers? Your District? Area? Province? Adults? Your target group will depend upon factors such as your facility, its location, maximum number of occupants or other limitations, the time of day/year that you offer your Element and what group(s) you are comfortable leading. As the host of an Element you plan the Element to fit you and Safe Guide.

## **How much time commitment does it mean from me?**

This is something to consider when planning your Element. Consider your schedule and make it work for you and any Guiders supporting you, you set the schedule and time commitment.

### **What about cost?**

All Elements should be cost-recovery. You will have to make a budget to determine your cost and the minimum number of participants required to run a cost-effective Element. You should consider a registration deadline and a cancellation date in the event you do not get enough interest. Some Elements may need to charge GST, please contact the Area office for assistance.

All Elements income and expenses must go through a Girl Guide Account. If you have questions about finances and possible scenarios please contact your District Commissioner.

### **What expenses will I have? Some possibilities:**

- Room rental
- Postage and photocopies (Copies can be made at Bridging Rivers Area office at no charge.)
- Supplies such as snacks or materials for the Element
- Advertising
- Third-party providers fees or honorariums
- Badges and crests

### **Getting the word out!**

- Email your intended audience (Bridging Rivers Area office may be able to assist)
- Place your Element on the Area website (contact the webmaster, details on the website)
- Bridging Rivers Area FYI and the Greater Saskatoon Planning Committee FYI emails
- Advertising is available in some of the smaller centres' newspapers free of charge.
- Any advertising you plan that costs you money, remember to add that cost to your budget estimate.

### **Who is there for support?**

- Bridging Rivers Area Office
- Bridging Rivers Area Council
- Greater Saskatoon Planning Committee (GSPC)
- Leaders in your Area and your District Council.

You can contact the Area office for more information specific to your District and needs.

When considering an Element, please call or email the office with your idea, intended audience and tentative dates. This information will be recorded with the Bridging Rivers Area office and shared with Area Council and GSPC. When you have confirmed your Element is going to happen we'll then share in the Area FYI newsletter. Why? Your creativity may spark someone else's imagination or perhaps others will have resources or supplies to offer your Element. Also to prevent the duplication of two Guiders working on the same Element for the same target audience.