

Annual Council Education Plan

Checklist

Learning Needs Assessment

Completed

_____ *Informal* needs assessment results summarized and turned in to our DCE Team (due no later than April 30). _____

_____ *Formal* needs assessment – started by February 1 and turned in to our DCE Team (due no later than April 30). _____

Council Education Plan Development

Completed

_____ DCE Team and team roles determined. _____

_____ DCE Team projected needs determined. _____

- New team members to enroll in Phase 1 training.
- Assistance we will request from our RTC.

_____ Club visits/calls completed to determine the following information. _____

_____ Total number of counselors by program level expected for the next Cadet season determined. _____

- Jr. Cadets • Recruit•Pathfinder•Builder
- Guide Trails • Voyageur

_____ Number of new counselors anticipated for next Cadet season determined. _____

_____ Learning needs identified from our learning needs assessment efforts (see above). _____

_____ *Counselor Certification Course* scheduled and instructors determined. _____

- DCE who will collect the booklets and submit the list to Corps has been determined.

_____ Other counselor education workshops scheduled and instructors determined. _____

Annual Council Education Plan

Council: _____ Date Submitted: _____

This plan covers the period from _____ to _____

DCE Team — Projected needs:

For the upcoming Cadet season, our DCE Team will need ...

- ____ new DCE Team members to be enrolled in Phase 1 training.
- Assistance with the following: _____

Counselor Certification:

The *Counselor Certification Course* is scheduled for the following date(s) so we can certify the new counselors we anticipate.

_____ Instructor: _____

_____ Instructor: _____

_____ Instructor: _____

_____ Instructor: _____

Counselor Education Workshops Planned:

List attached

Based on the results of our learning needs assessment efforts, other counselor education workshops have been scheduled as follows:

Date	Workshop Topic and Instructor	Learning Needs to be Addressed

