

Provincial Scholarship Committee

Role and Responsibilities

ROLE

- To ensure that the Provincial Scholarship award process is transparent and fair
- To recommend successful candidates for the Ontario Provincial Scholarship on an annual basis
- To carry out any additional work as directed by the Provincial Council
- To consult with other committees in order to combine the expertise of all for the benefit of Guiding in Ontario and Nunavut

MEMBERS

Membership shall include:

- Deputy Provincial Commissioner 1 (Chair)
- Adult Members at large (2-4)
- Youth Member from Youth Forum (2-4)

Notes:

- Members cannot participate in any year for which they intend to apply for a scholarship.
- Youth Forum members are assigned annually.
- Adult members have 3-year term.
- Youth Forum members transitioning to Adult members in following year can stay on the committee for remainder of 3-year term if there is room on the committee.

RESPONSIBILITIES

The Provincial Scholarship Committee shall:

1. Ensure that the scholarship budget is included in the Operating Plan.
2. Review scholarship application criteria and rubrics annually to ensure they remain relevant.
3. Prepare an annual communication plan, working with the Marketing and Communications Adviser and staff support, to ensure scholarship program is communicated to membership and annual deadlines updated.
4. Participate in any training related to the scholarship application process. This may include training such as Unconscious Bias training and the application review process.
5. Review and score all assigned applications for Ontario Council Provincial Scholarships on an annual basis.
6. Prior to review and scoring, declare any prior relationships with scholarship applicants. Committee members will not be involved in scoring these applicants.
7. Review scoring results and approve final candidates within approved scholarship budget for the year.
8. Inform Council on activities, via the Chair, to Council in a tabled report or Issue Briefing.
9. Report on recommended changes if any, via the Chair, in an Issue Briefing.

