



Personal Leader Adviser 3 yearly review – the process

In the three months prior to the appointment time expiring, a discussion must be held with the Personal Leader Adviser, using the attached review sheet. The sheet should be forwarded to the PLA for completion prior to the discussion .

The discussion should have the following structure:

Length: 30 minutes

Attendees: PLA, DLAT's, DL section, DC

Where: Comfortable location

How: should be a general chat with the opportunity to have a cuppa

Some good starter questions are needed to get the chat underway and provide more feedback than necessarily contained within the review sheet. Consideration of some of the following;

- Are you enjoying your mentoring role?
- What have you found to be the most rewarding part of mentoring?
- What are your biggest challenges with your Leaders?
- Are you getting enough support from DLAT's, GL's, section leaders, Region?
- What relationship do you have with the above mentioned roles?
- Any issues, time constraints?
- What advice have you given?
- What additional support do you need in your role?
- Are you, as a PLA up-to-date with responsibility and knowledge on training requirements?
- Are there any other tools you would like/need as a PLA?
- How did you cope with this chat/interview?

After the discussion, the review sheet is forwards to the appropriate personnel as listed below and then a recommendation is made to the State Commissioner Adult Training & Development for reappointment

Leader of Youth	➔	DL/DC	➔	SC Section	➔	SC Adult Training & Development
Leader of Adult	➔	DC	➔	SC section	➔	SC Adult Training & Development
LOA Commissioner	➔	DC/RC	➔	ACC Development	➔	SC Adult Training & Development
Activity Leader	➔	State Leader Activity	➔	SC Adventurous Activities	➔	SC Adult Training & Development



Personal leader Adviser 3 yearly review

Name:	Current role:
Date initially appointed:	Date of last review:

Mutual Agreement

How many Leaders have you mentored in the last 3 years?	<input type="text"/>
---	----------------------

Comments:

How many Leaders doing Advanced training have you mentored in the last 3 years?	<input type="text"/>
---	----------------------

Comments:

What progress has the leaders you have mentored made?

Comments:

How do you go about maintaining relationships with the Leaders you are mentoring?

Comments:

What issues have you faced over the last 3 years and how did you resolve them?

Comments:

What future directions do you see yourself taking within the PLA role?

Comments:

Continuing involvement

Do you wish to continue as a PLA?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-----------------------------------	--------------------------	--------------------------	--------------------------

Why?

Have you attended the annual PLA Conference every year?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
---	--------------------------	--------------------------	--------------------------

Comments:

Have you undertaken eLearning within the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------	--------------------------

Are you confident of your ability to show new Leaders how to access and use the eLearning modules?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------	--------------------------

Comments:

If we asked one of your new leaders, what would they tell us about your effectiveness?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------	--------------------------

Comments:

What recommendations do you have to improve the PLA role?

Comments:

PLA comments:

Print name

Signature

Date

Review Panel's comments:

Print name

Signature

Date

Leader of Youth	Forward to →	DL/DC
Leader of Adult	Forward to →	DC
LOA Commissioner	Forward to →	DC/RC
Activity Leader	Forward to →	State Leader Activity

Recommendation:	Reappoint	Retire
-----------------	-----------	--------

Print name

Signature

Date

Leader of Youth	DL/DC	Forward to →	SC Section
Leader of Adult	DC	Forward to →	SC Section
LOA Commissioner	DC/RC	Forward to →	ACC Development
Activity Leader	State Leader Activity	Forward to →	SC Adventurous activities

SC/ACC Recommendation:	Reappoint	Retire
------------------------	-----------	--------

Print name

Signature

Date

SC AT & D Recommendation:	Reappoint	Retire
---------------------------	-----------	--------

Print name Garry Breadon

Signature

Date