

**THE BOYS' BRIGADE NIGERIA
LAGOS STATE COUNCIL**



**TRAINING MANUAL FOR
BASIC OFFICERS' COURSE
1 TO 4**

2023 (REVISED)

**PREPARED BY
THE TRAINING AND EXTENSION COMMITTEE
BB-LSC**

TABLE OF CONTENTS

Preface	3
Acknowledgement	4
Foreword	5
Requirements for Facilitators (Instructors)	6
Modules of Training	7
Basic One Training - Common Element	8 -71
1) The History of the Boys' Brigade - General	
2) The BB Basic Knowledge - (Structure, Method, Object, Motto, Crest & Mission)	
3) The Boy	
4) The Officer	
5) Programme Planning in the Boys' Brigade	
6) Company Organization and Administration (To include Record Keeping)	
7) Financial Planning	
8) Church Relationship	
9) BB Uniform	
10)Leadership	
11)Drill - Elementary/Squad Drill	
Basic Two Training - Junior Section Administration	72 - 127
1) History of the Junior Section and Administration	
2) The Junior Boy	
3) Programme Planning & Events for Junior Section	
4) Story Telling	
5) Junior Section Worship & Music	
6) Junior Section Group Work & Craft	
7) Junior Section Games and Physical Activities	
8) Junior Section Achievement Scheme	
9) Figure Marching	
10)Time Management	
11)Introduction to Mentoring	
Basic 3 - Company Section	128 -194
1) The History of the Boys' Brigade in Nigeria	
2) The Company Boy	
3) Company Section Administration and Programme Planning	
4) Promotion and Ranks	
5) The Boys' Brigade Award Scheme	
6) Christian Education and Citizenship	
7) Camping in the Boys' Brigade	
8) Company Drill / Company Parade Night Drill	
9) Effective Communication Skills	
10)Company Finance	
11)Mentoring	
Basic 4 - Senior Section	195 -246
1) The History of the Boys' Brigade in Lagos State	
2) The Senior	
3) The Senior Section, its Structure and the Church	

- 4) Recruitment, Training and Retention in the BB
- 5) Starting a Boys' Brigade Company
- 6) Senior Section Programme Planning
- 7) Guidance and Counselling Skills for Officers
- 8) Leading the Senior and Teamwork
- 9) Financial Administration in the Boys' Brigade
- 10) Child Psychology
- 11) Ceremonial Parade

PREFACE

In an ever changing and fast paced corporate world, training and development is an indispensable function. Training and development are one of the priority lists of organisations. When training it is organized and systematic, it is done by the Training and Extension Committee on behalf of the State Council.

Therefore, there is however, enormous value in organizing proper training and development sessions for members of the Boys' Brigade in Lagos State. It is pertinent to note that training allows both officers and Boys to acquire new skills, sharpen existing ones, perform better, increase their impacts towards becoming good leaders.

It is expected that Trainers that would be used as Facilitators should be well versed in allocated module apart from having good communication and relational skills. Facilitators must also be grounded in skills for adult learning which centres on experiential learning - Andragogy.

Furthermore, the Training and Extension Committee in these revised editions, has included new and relevant modules, learning outcomes, objective of the training and methodologies of presentations.

On this note, we appreciate all who took part in the review. We cannot thank you enough. You all are well appreciated.

Finally, it is expected that Trainers apart from reading through, will bring to bear their experiences during presentation.

Publisher's note

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ACKNOWLEDGEMENT

The Training and extension Committee, the Boys' Brigade Nigeria, Lagos State Council, wish to place on record its profound gratitude to the Office Bearers of the Lagos State Council for their unalloyed support to this project.

Furthermore, the Committee wishes to appreciate the Secretary Organiser, Sir Charles Diete-Koki Jeffrey for the quality leadership rendered to the State Council. His total commitment to this project of reviewing the training curriculum for the State Council is well appreciated.

We appreciate all those who took part in the review. We cannot thank you enough. You all are well appreciated.

Finally, it is expected that Trainers apart from reading through, will bring to bear their experiences during presentation.

FOREWORD

The revised training curriculum contain new modules that will help trainees. The curriculum contains a list of course modules for Basic one to Basic Four, with detailed course description, learning objectives, contents and schedule. In addition, some of the courses listed are mandatory and it is expected that trainees will be taken through the courses.

A cursory comparison of the old and the revised curriculum shows significant differences in terms of contents of each module and number of courses at each level. Furthermore, the review included the amalgamation of modules that are very similar in content and scope with a view to achieving optimization, while some others were dropped or moved to the next higher level to allow progression in the knowledge of trainees. The review shows that there are thirty-five modules from basic one to four.

Facilitators are advised to study the curriculum carefully with the aim of getting acquainted with the modules. This step, will help in giving optimum presentation. It is also expected that Facilitators at the trainings will make the sessions to be experiential and interactive.

In this regard, deployment of Information and Communication Technology for the delivery of the modules is very paramount. presentations shall be in

Microsoft Power point for physical and either Google Classroom or Zoom or any other online teaching application.

To enhance online delivery, facilitators are expected to acquire skills in e-learning and online presentation. In addition, facilitators are allowed to use pictures and images to enhance presentations. In this regard, trainers should acquire presentation skills.

Furthermore, for the improvement of all Trainers cum facilitators, an annual Mandatory Continuing Education Programme would be organized. This forum shall be **MANDATORY** for all Trainers. The training will count towards the Certification of Trainers in Lagos State Council.

To take care of emerging issues, it is expected that this curriculum would be reviewed every five years.

Thank you.

The State President

REQUIREMENTS FOR FACILITATORS

In view of the need to deliver quality presentation to trainees at the various levels of the B.B. training, appointed facilitators (Instructors) must meet the following requirements. The Facilitator MUST

- 1) Be a Certified Trainer i.e., ANTO/NTO
- 2) Be an accredited Trainer and participated in any training at the State Level for not less than three (3) years.
- 3) Be disciplined and exhibits good Christian virtues.

MODULES FOR TRAINING

The modules for the four levels are as listed below.

BASIC 1 COMMON ELEMENTS		BASIC 2 - JUNIOR SECTION ADMINISTRATION	
TITLE		TITLE	
The History of the Boys' Brigade - General		History of the Junior Section and Administration	
The BB Basic Knowledge - (Structure, Method, Object, Motto, Crest & Mission)		The Junior Boy	
The Boy		Programme Planning and Events for Junior Section	
The Officer		Story Telling	
Programme Planning in the Boys' Brigade		Junior Section Worship and Music	
Company Organization & Administration (to include Record Keeping)		Junior Section Group Work and Craft	
Financial Planning		Junior Section Games, and Physical Activities	
Church Relationship		Junior Section Achievement Scheme	
Time Management		Figure Marching	
Leadership			
Drill (Elementary/Squad Drill)			
BASIC 3 - COMPANY SECTION ADMINISTRATION		BASIC 4 - SENIOR SECTION ADMINISTRATION	
The History of the Boys' Brigade in Nigeria		The History of the Boys' Brigade in Lagos State	
Company Section Administration and Programme Planning (Promotion and Ranks)		The Senior	
The Company Boy		The Senior Section, its Structure and the Church	
Company Section Award Scheme		Recruitment, Training and Retention in the BB	
Christian Education		Starting a BB Company	
Citizenship		Senior Section Programme Planning	
Camping in the Boys' Brigade		Guidance and Counselling Skills for Officers	
Company Drill /Company Parade Night Drill		Leading the Senior and Teamwork	
Effective Communication Skills		Financial Administration in the Boys' Brigade	
Company Finance and Financial Management		Child Psychology	
Mentoring		Ceremonial Drill	

BASIC 1

COMMON ELEMENTS

BASIC 1

COMMON ELEMENTS

GENERAL PREVIEW

The first level of the Basic training for officers is carefully designed for officers who joined the Boys' Brigade as an Officer or for the Boys that were moved into the Officers Cadre, to enable such persons have a good working knowledge of the Boys' Brigade. This is the point of entry and as such Facilitators at this level must be well groomed to ensure that presentations are top notch.

It is very important to note that this level is fundamental to arousing the interests of new officers into the organisation and in the developmental plans for the actualization of the aims of the Boys' Brigade.

Therefore, the goal at this level is to ensure that trainees are well nurtured with the skills and competencies to lead, administer and work as officers of the Boys' Brigade.

REQUIREMENTS FOR FACILITATORS

Facilitators for this level of training should be experienced trainers who have handled such entry level trainings for the BB. In addition, it is expected that Trainers will put to bear their experiences as officers during the delivery of lectures.

Facilitators should use training methodologies that includes interactions, modelling experiential and case studies. Facilitators should make the lecture **INTERESTING**.

In addition, this is an adult learning, hence respect should be mutual.

COURSE OUTLINE AND CODES

S/N	COURSE CODE	COURSE TITLE
1	LSC 101	The History of the Boys' Brigade - General
2	LSC 102	The BB Basic Knowledge - (Structure, Method, Object, Motto, Crest & Mission)
3	LSC 103	The Boy
4	LSC 104	The Officer
5	LSC 105	Programme Planning in the Boys' Brigade
6	LSC 106	Company organization & Administration (to include Record Keeping)
7	LSC 107	Financial Planning
8	LSC 108	Church Relationship
9.	LSC 109	Time Management
10	LSC 110	Leadership
11.	LSC 111	Drill (Elementary/Squad Drill)

ASSESSMENT REQUIREMENTS

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt especially for practical oriented modules like drill and programme planning.

LSC 101 - THE HISTORY OF THE BOYS' BRIGADE - GENERAL COURSE RATIONALE

The History of any organisation talks about the basis for founding the organisation, the founder(s) and past events that are connected to the organisation. It is the body of knowledge put together for communication of and knowledge of ideologies important to the organisation.

Therefore, in this module, participants would be exposed to the history and ideologies of the Boys' Brigade as an International organisation.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- know the history and metamorphosis of the Boys' Brigade;
- know the life history of William A. Smith;
- acquire knowledge on the ideologies of the BB and
- acquire knowledge on the formation of BB.

COURSE OUTLINE

The content of this module is as follows:

- the history of the on the life of William A. Smith;
- the Metamorphosis and the formation of the BB;
- Landmark dates of the BB.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and its relevance to trainees.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainees.
- present the module using PowerPoint with embedded pictures of the milestones and the picture of the founder.

LSC 101 - THE HISTORY OF THE BOYS' BRIGADE - GENERAL

INTRODUCTION

- Globally, the Boys' Brigade is the first voluntary uniformed Youth Organisation which aims at inculcating discipline, Fear of God, self-reliance and good citizenship to the Boy. Interestingly, many of the present-day organisations for young people took after the Boys' Brigade. The history of the BB will be studied under the following: The
 - birth, life and times of William Alexander Smith;
 - beginning and metamorphosis of the Boys' Brigade;
 - object, motto and the logo of the Boys' Brigade.

The Boys' Brigade is a distinct organization that is worthwhile in studying.

THE BIRTH, LIFE AND TIMES OF WILLIAM ALEXANDER SMITH, 1854 - 1914

- William Alexander Smith was born on Friday, October 27, 1854 at Pennyland House Thurso, Scotland on the North East Coast of Scotland. He was the eldest son of his parents Major David and Mrs. Harriet Smith. He has three siblings which included one sister and two brothers. He was educated at the Miller Institution which was also known as "Thurso Academy".
- At the passage of his father, Alexander's family moved to Glasgow and in January 1869, he became a pupil in a private school widely known as "Burns and Sutherland's School". However, his stay at the school was short lived as he ended at age 14. However, this did not deter him from advancing his education.
- In October 1869, some few days to his fifteenth birthday, William Alexander Smith began to work as a Clerk in his uncle Alexander Fraser's soft goods and shawls business.
- When he was at the age of 19, while working with his uncle, he joined the first Lanarkshire Rifle Volunteers as a recruit and got promoted to the rank of a Lance-Corporal and later promoted that same year to the rank of a Lieutenant. In December 1881, he resigned from the Rifle Volunteers due to pressure from the business. He, thereafter, returned in 1884 and reached the rank of Lieutenant Colonel before he retired in 1908.
- In 1884, William A. Smith got married to Miss Amelia Pearson Sutherland. The marriage was blessed with children; *George Stanley Smith (1888)* and *Douglas Person Smith (1891)*.
- William A. Smith became a member of Free College Church near his uncle and aunt's home in the fashionable west end of the city. He was also a member of W.M.C.A. as well as Sunday (Sabbath) school teacher in the church school mission hall in North Wood side road not far from the church.
- In 1909, William A. Smith was honoured as a Knight for his contributions to the Youth and his unceasing efforts in his Boy' Brigade work.

- On Friday 8th May 1914 at the B.B Executive meeting which held at the Albert Hall, Sir William A. Smith collapsed and was rushed to the hospital. On Sunday, May 10, 1914 he passed after losing consciousness. He died at age of 60 while still in active BOYS' BRIGADE service.
- At one of the executive meetings, William A Smith predicted saying ***"I can imagine nothing more impressive than to see this wonderful building overflowing with Boys all singing praises to God"***. The statement was fulfilled on the day of his funeral service which held at the auditorium of St. Paul's Cathedral was filled to capacity.

ESTABLISHMENT AND TRANSFORMATION OF THE BOYS' BRIGADE

- William Alexander Smith started the organisation after his experience as a Sunday School teacher. It was the Sunday (Sabbath) School idea that ignited an idea of the BB. The challenge then was that the older Boys were bored and restless and no one was able to control them.
- The reason for their restless was that they felt too old for Sunday school and they were suspicious of teachers who told them to sit still, make less noise and behave themselves.
- Smith compared this with the time he spent on Saturday afternoon, as a Lieutenant with the volunteers, when he had no difficulty in making a hundred of man obey his every word of command unfortunately, on Sundays he was unable to do nothing with the group of 'restless' Boys.
- It was then he had the idea of introducing '*drill and discipline*' saying "*Why not turn the Sunday school Boys into a volunteer's band or brigade with the same military order, obedience, discipline and self-respect as well as any well-trained corps of the Army.*"
- William A. Smith planned the programme for the new idea in collaboration with two of his friends in YMCA, James R. Hill and John B. Hill who taught in the Sabbath school with him and who were fellow volunteers. The idea was discussed with Rev. George Reith. William A. Smith summed it up in these words; '*the aim was to devise something that would appeal to a Boy on the heroic side of his nature. Something that would let him see that in the service of God, there is as much scope for all that is brave and true and manly as in the service of king and country*'.
- On the 4th October 1883, the three leaders invited the Boys to the Church to join the Boys' Brigade. Fifty-nine (59) Boys between the ages of 12 and 16 volunteered to join the organisation at inception.
- When they learnt that discipline learnt that no Boy would be allowed to "Fall In" if he were even a minute on parade which was then eight O'clock in the evening, another point is that no member was allowed to miss two drills running, the third

rule says with or without breakfast, Boys should be in the bible class at 9.30 a.m. prompt on Sunday. These made the numbers of recruits dropped to 35.

- On enrolment service day twenty-eight (28) Boys were enrolled, seven (7) were not enrolled because they came late to the Church service.
- At the end of 1883, a promotion examination was conducted among Boys. After a careful consideration of drill, written work, conduct and character, two Sergeants, two Corporals and two Lance Corporals were appointed, and the Company was divided into six squads.
- The 1st Glasgow Company of the Boys Brigade was well truly established. The Object was "The Advancement of Christ kingdom among Boys and the promotion of habits of reverence, discipline, self-respect, and all that tends towards a true Christian manliness. The word obedience was added some ten years after formation. Throughout its history the most important person in the Boys' Brigade has always been the **BOY**.
- By the end of 1886, the organization has spread mostly in Scotland centred around Glasgow and later into England. Later 1st Jersey was established and then across the Irish sea, when 1st Belfast was formed in 1888 and then 1st Dublin in 1890 the first camp by the 1st Glasgow company was held in a building at Tighnabruaich on the Kyle's of Butte in 1886 July 16-23. Since then, camping spread rapidly and camping under canvass soon became the order of the day.

LSC 102 - THE BB METHOD, UNIFORM AND STRUCTURE

COURSE RATIONALE

Organizational structure defines how activities are directed towards achieving the goal of the organization. It affects actions and provides the foundation for which operating procedures rest. The Boys' Brigade in its desire to achieve its aims has developed a time-tested structure

In this module, trainees would be exposed to the structure, methods and uniform of the Boys' Brigade.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know the structure of the Boys' Brigade;
- know the Mission Statements of the BB;
- know the methods adopted by the BB to achieve its goals;
- acquire knowledge of the logo and various uniforms of the Boys Brigade; and
- acquire knowledge on how to maintain uniforms.

COURSE OUTLINE

The content of this module is as follows. The

- structure of the Boys' Brigade;
- Mission Statements of the BB;
- methods adopted by the BB to achieve its goals;
- logo and various uniforms of the Boys Brigade; and
- know how on the maintenance of uniforms.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- present the module drawing examples from everyday experiences relating to organisation structure.
- use vocal prompts during the delivery of the course.
- answer questions from the trainees.
- present the module using PowerPoint with embedded pictures and videos.
- bring samples of the ideal uniforms to show trainees.

LSC 102 - THE BB METHOD, UNIFORM AND STRUCTURE

THE BOYS' BRIGADE METHOD

CONCEPT OF 'METHOD'

- Method can be defined as a way, pattern or skill of doing things. It is the quality of being well organised and systematic in thought or action.
- The aim of The Boys' Brigade is to train the Boys by moulding their character and to win them for Christ. In this regard, the Boys' Brigade developed its method of achieving its goals which are methods which are:
 - ✓ **The Church** - A BB Company must belong to the Church or any other Christian organisation approved by the relevant authority.
 - ✓ The Church provides the Company with Christian Education and Spiritual backing. The Chaplain which in most cases the head of the Church is the Spiritual Head of the Company.
 - ✓ **The Company** - This is the smallest basic and important unit of The Boys' Brigade. Every member of the Boys' Brigade must be a member of a Company. The fundamentals of the Boys' Brigade are taught at the Company's level.
 - ✓ **The Uniform**- This is the set of clothes worn by members of the organization. However, the uniform varies from one section to the other and it serves as a form of public relation to the Boys' Brigade. It encourages self-respect, brings about sense of belonging and smart appearance of members; and attracts prospective members to the organization.
 - ✓ **Discipline** - It is the ability to have firm control over behaviour and attitude and to take responsibility for actions. This is imbibed through drill and physical exercise.
 - ✓ **Awards** - This is a reward given to encourage or show appreciation the Boy. It brings about competitiveness and zeal to the recipients. The Boys' Brigade has series of activities for the Boys for skills development and after the completion of the activities, an award is given that will enable Boys move to the next higher level.
 - ✓ In the Junior Section, it is called Junior Section Achievement Scheme which is predicated on Spiritual, Physical, Educational and Social, while in the Company Section, there are Targets, Specialized, Service and Special Awards.
 - ✓ **Target Award** - This is divided into two stages i.e., Target 1 & 2. Three months for the first-year members, this is to encourage him to keep coming. Lectures taught include BB History e. t. c. The progression is more important not the test.
 - ✓ **Specialized Award** - This is divided into three stages. He gets his badge at the end of the 3rd stage. The lectures include First Aid et cetera.

- ✓ **Service Award:** - This is for Boys who have been loyal to the Company and coming regularly at least for three (3) years and 70% attendance.
- ✓ **Special Award:** - These awards include Presidents' Badge for Boys who have excelled in the previous categories
- ✓ **Drill:** - Drill is a system used in the Boys' Brigade where Boys are trained in a manner similar to that of the military. It is a tool used for imbuing discipline. It makes Boys to be smart, brings about self-control, team work, self-reliance and leadership. Furthermore, it helps develop pride, confidence and development.
- ✓ **Activities:** - These are various programs done in The Boys' Brigade Company. This should be centred on the four cardinal points of The Boys' Brigade which are Spiritual, Physical, Educational and Socials such as drill, camping, parent's day, enrolment service etc.
- ✓ **Leadership:** - This is the action of leading a group of Boys. It is about taking risks and responsibility. It is the ability to control, direct or coordinate the affairs of a group of Boys in the Boys' Brigade. These will encourage Boys to do more and engender healthy rivalry

THE BOYS' BRIGADE OBJECT

The object of The Boys' Brigade is ***"The advancement of Christ Kingdom among Boys and the promotion of habits of obedience, reverence, discipline, self-respect and all that tends towards a true Christian manliness"***. Except for the addition of the word "Obedience" in 1893, the object has remained unchanged since inception of the organization.

- **Obedience**
Obedience means complying with or to be submissive to authority. Biblically, obedience means to hear, trust, submit and surrender to God and His word. This is ensuring that instructions of God, parents, officers and those in authority are obeyed. It is a way to get closer to God.
- **Reverence**
Reverence is a feeling of respect or admiration for someone or something. It is having a deep respect for God and fellow human beings. For example, genuflecting (bowing when crossing the aisle or the altar) is to acknowledge the presence of God. Standing at attention when an officer approaches or listening attentively when another person is talking is an act of reverence.
- **Discipline**
Discipline is action or inaction that is regulated to be in accordance with a particular system of governance. This is a way of training someone so that he/she can learn how to control his/her behaviour and obey rules.

Restraining oneself from acts of sin and disobeying God's injunctions such as committing fornication, consumption of alcohol, substance abuse and immoral behaviours, fighting and embezzlement of funds meant for the Company, Battalion etc.

- **Self-Respect**

This is a feeling that one is behaving with honour and dignity. It is having proper respect for oneself and one's worth as a person. It means to acknowledged one's feelings and rights to live with pride and confidence.

THE BOYS' BRIGADE MOTTO

- The Motto of The Boys' Brigade is "Sure and Steadfast" taken from the Hebrews 6: 19 *"Which hope we have as an anchor of the soul (mind), both sure and Steadfast and which entereth into that within the veil (KJV).*

THE BOYS' BRIGADE CREST

- The Crest was originally a plain anchor bearing the Boys' Brigade motto, with a capital letter B on either side. After the merger between the Boys' Brigade and the Boys Life Brigade in 1926, the red Greek cross was placed behind the anchor to form the present emblem.
- The cross originally formed part of the emblem of the Boys Life Brigade. The badge is a golden anchor on a red Geneva cross flanked by golden letter 'Bs with the motto, 'Sure and Steadfast'.
- The Boys' Brigade crest has five components, which are:

- ***The Anchor***

The Anchor is a heavy object attached to a strong cable or chain and used to secure a ship to the bottom of the sea. In the B.B., the Anchor, represents members' faith in Jesus Christ and giving members the strength to soar above problems of life. Thus, the soul of an individual is resting upon our Lord and Saviour Jesus Christ. As Christians, one's anchor must be the firm witness of the words of God and prayerful devotion -Hebrews 6:19.

- ***The Rope***

This represents our beliefs and hopes in Jesus Christ. It holds our faith firmly and fervently to the Anchor (Jesus) not to be pulled away by the wave of the ocean. It provides security by tying each member to Christ for dependence and strength - Ecclesiastes 4:12. It illustrates love among members - Hosea 11:4.

- ***The Cross***

This symbolizes the church. It is a reminder of the death of Jesus on the Cross and its resurrection. It recalls the redeeming benefits which the death of Jesus brought for mankind - I Peter 2:24. It marks the attachment of Boys' Brigade to the church and Christian tenets. At the cross, the

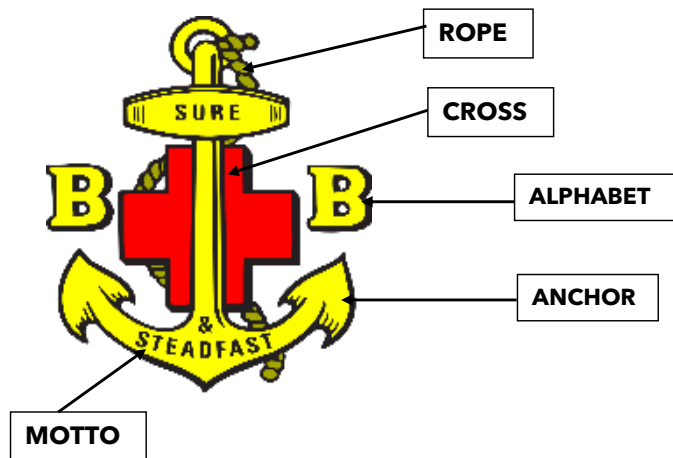
whole world has the opportunity to be reconciled to God our Father - Ephesians 2:14

- ***The two alphabets (BB)***

The two alphabets of B and B are the abbreviation of the name of the organisation, "the Boys' Brigade "Colossians. 3:13; Psalm 91:1

- ***Sure & Steadfast***

This is the motto of the Boys' Brigade. It is engraved in the Cross indicating that members should remain firm, unwavering, courageous, and unperturbed while experiencing challenges of life. When turbulence and storms of life arises, members are to trust in the power and protection of Jesus Christ in overcoming the storms of life



Mission Statement

The Brigade Council adopted the Mission Statement on 4th September 1989. The Boys' Brigade as a caring organization, develops its young members through informative, spiritual and educative programmes with focus on the Christian faith. This is achieved by

- delivering Christian teaching in partnership with the Church in which the Company is based and encouraging the development of a personal Christian faith.
- providing opportunities for leadership, decision making and skills training;
- empowering boys and young people by involving them in decision making at all levels of the organization and giving responsibility appropriate to their age and aptitude;
- raising awareness of boys and young people to the needs of others (especially other young people) locally, nationally and globally, and encouraging them to engage in activities and projects in which they can make a difference.

- being sensitive to the needs and aspiration of boys and young people of varying backgrounds, differing abilities and stages of development and providing appropriate support, advice and guidance.
- ensuring the safety of boys and young people through the implementation of suitable procedures for the selection, training and supervision of leaders.

THE BOYS' BRIGADE STRUCTURE

- Organisational structure defines how activities in the organisation are directed towards the attainment of the organisational goals. The structure affects the coordination of its members and other individuals in the organisation.
- The purpose of the structure is to help the organisation work towards its goals.
- In the Boys' Brigade the organisational structure is divided among the various levels of authority of organisation, indicating the flow of authority from the highest level (Global Fellowship of Christian Youth Organization) to the lowest level of authority which is the Company.

The Structure

1) Global Fellowship of Christian Youth Organizations

- ✓ Global fellowship is an international umbrella organisation for all youth organizations in the world. The majority of the family organisations is the Boys' brigade together with other kindred organisation. The organisation consists sixty-two (62) national organisations and each of these is autonomous.
- ✓ The Council of the Global Fellowship meets every three years and is headed by an Executive Secretary who is elected at the World Conference.
- ✓ The National bodies of the various youth organizations are affiliated to the body.
- ✓ The Boys' Brigade, Nigeria is a member of the Global Fellowship.

2) Regional Fellowship

- ✓ It is a conglomeration of different National Councils within a Region of the World. The West African Regional Fellowship (WARF) consist of the Boys' Brigade in the West African Counties. Other regions include Europe, Americas, Central African etc.
- ✓ The Fellowship and the National Councils complement each other. Any National Council that wishes to be part of a Regional Fellowship shall respect the views and opinion of the Fellowship.
- ✓ The Regional Fellowship is administered by a Regional Secretary.

3) National Council

- ✓ In each country, the National Council is the highest policy formulation authority. The National Council comprise representatives of constituent States and is headed by a **National President**, who is elected during the National Council Meeting.

- ✓ Administratively, the National Headquarters office is administered by a National Secretary with other employees.
- ✓ However, other office bearers are elected to serve in other capacities and responsibilities.

4) **Zonal Fellowship**

- ✓ Membership of the Zonal fellowship include officers from the particular geographical region/zone/area within the Country as approved by the National Council e.g., South West Fellowship (Nigeria) which consist of States within the South West geopolitical zone of Nigeria.
- ✓ The Zonal Fellowship has no direct authority over any state but exists for consultations and synergy when it comes to policy formulation and implementation. The Zonal Fellowships are to galvanise support for the Zone.
- ✓ A State Council that agrees to be a member of a particular Zonal Fellowship shall respect the views and opinions of the Fellowship. The Zonal Fellowship is headed by a Zonal Chairman who should be the Vice President of the geopolitical zone and elected from among the State Presidents.

5) **State Council/Districts**

- ✓ This is the second level of authority in the Boys' Brigade. It is a network of different Battalion and Group Councils within a state.
- ✓ The Council is headed by a President, elected at the State Council Annual General Meeting.
- ✓ The Secretariat of the State is headed by the Secretary Organiser, who sees to the day-to-day administration and activities of the State Council.

6) **Battalion Council/ Group Council**

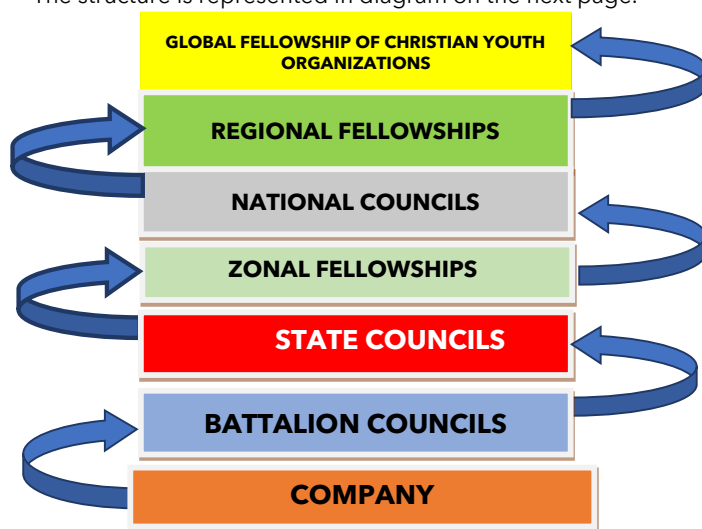
- ✓ This is the level of authority of the Boys' Brigade at a Local Government Councils and is made up of Companies within the same locality/area.
- ✓ To attain the status of a Battalion Council, the proposed Battalion Council must have at least twelve (12) Companies within its jurisdiction.
- ✓ A Battalion Council is headed by a chairman who is elected from among the Officers within the Battalion and at the Annual General Meeting of the Battalion Council, for a three-year tenure and could be re-elected for another term of three years and no more, subject to good performance
- ✓ A Group Council oversees a number of B.B Companies in a Local Government or area. It is usually made up of less than twelve (12) Companies but must be up to six (6) Companies to attain a Group Council status.
- ✓ It is headed by a chairman who is also elected to the position.

7) **Company**

- ✓ This is the smallest and the most important unit of the organisation. The Company is very vital to the growth and development of the Boys' Brigade. It is the foundation of the Boys' Brigade.
- ✓ Ideally, a Company must be made up of at least thirty (30) Boys and three (3) Officers grouped into the Junior, Company and Senior Sections depending on the ages of the Boys. It is at the Company level that the bulk of B.B. works are carried out.

- ✓ It is at the Company level that Boys are well groomed and nurtured in pursuant to the object of the Boys' Brigade.
- ✓ A Company in the B.B. is headed by a Captain who is appointed by the Church authority through the recommendation of the Minister in Charge of the Church or Parish or any other approved authority of the church.
- ✓ The Minister in Charge of the Church (Chaplain of the Company) has absolute authority over the officers and Boys. Officers in any B.B. Company are appointed by the recommendation of the Chaplain for the approval of the Church.
- ✓ In view of this, BB officers are not above the discipline of the Chaplain. The Chaplain has the full control of the affairs of the Company. In cases of indiscipline, it should be noted that the correspondence from the State shall be to the Church authority.

The structure is represented in diagram on the next page.



UNIFORMS IN THE BOYS' BRIGADE

- Uniform is a garment denoting a distinctive clothing worn by members of the organisation often worn by paramilitary organisations such as BB. In addition, it is a variety of clothing. There are different types of uniform worn for official functions.
- In the Boys' Brigade, uniform has become a source of identification for its members, hence, the sets of B. B. uniforms are recognised globally as mode of dressing for all members of the organisation. However, due to some peculiarities attributable to weather and cultural conditions, there are some differences in the uniform from one country to the other.
- The focus of this presentation shall be limited to uniforms worn by members in Nigeria.

- **Categories Of Uniforms in Nigeria**

✓ The membership of the Boys' Brigade is categorised into the Junior Section, Company/Senior Section and Officers cadre. Each with its distinctive sets of uniforms as follows:

- **Junior Section**

- Navy Blue Beret with B. B. ribbon neatly sewn around it;
- A light blue short sleeved shirt with a B. B. Pocket Badge;
- Navy Blue pair of short knicker;
- A pair of black shoes and socks.
- However, for the Leading Boy, a white lanyard is worn on the left shoulder

- **Company Section**

- Navy Blue Short sleeve jacket with three (3) pockets with flaps;
- White short;
- B. B. Belt (Brown);
- White Haversack;
- Field service cap with numeral (if available);
- Black shoe with black socking.

Furthermore, target and specialised award badges; and chevron are to be worn on the Right Arm while another Special Badge(s) like President's Badge, Queen's Badge, Duke of Edinburg Badges are on the Left Arm.

- **Senior Section**

- Navy Blue Jacket with three pockets with flaps;
- White shirt;
- Black tie;
- White trouser;
- B. B. Belt (Brown);
- Haversack;
- Field service cap with numeral (if available);
- Black shoe with black socking.

- ✓ In addition, target and specialised award badges; and chevron are to be worn on the Right Arm while another Special Badge(s) like President's Badge, Queen's Badge, Duke of Edinburgh Badges are on the Left Arm.
- ✓ For Staff Sergeants, their mode of dressing includes the above listed and the wearing of a special cap, a Leather Cross Belt in place of Haversack and also carry a Swagger Cane.

▪ **Officers**

- Officers' uniform consists of:

▪ **Uniform A**

- A well sewn Navy-Blue suit;
- Long sleeve White shirt;
- Black tie;
- Black (laced) shoe with black socks;
- B. B. Collar Badge on jacket lapel;
- Glengarry cap with cap badge;
- Staff of Office (for Captain only)

▪ **Uniform B**

- White short-sleeved shirt with Collar Badges
- Navy Blue Trouser;
- Black shoe with black socking's;
- Glengarry cap with cap badge;
- B. B. Belt (Brown);
- Lanyard -
 - Red - Warrant Officers;
 - Sky Blue - Lieutenants and
 - Navy Blue - Captains

However, officers are expected to know that no other brooch or badge should be worn on their uniforms.

IMPORTANCE OF UNIFORM

Uniforms are worn to encourage

- delight in one's appearance and self-respect;
- a sense of belonging;
- acceptance of the ideas at which the uniform and the B. B. stands for; and
- makes one look smart; and
- attract the younger Boy to the BB.

Maintenance of Uniform

- Maintenance is the process of continuing something or keeping it in order and existence. Being an Officer in the organization, one must try to maintain his/her uniform accordingly in order to keep the flag flying.
- In order to keep the uniform, the following must be kept in mind.
 - 1) The B. B. Uniform must be clean, ironed and worn correctly.
 - 2) The B. B. Belt should only be worn on the B. B. functions,
 - 3) There should be no missing button(s) on the uniform;
 - 4) Shoes must be well-polished;
 - 5) Socking should be of the same height and clean;
 - 6) No other badges on B. B. Uniform except the B. B. badge;
 - 7) Uniform should be correctly worn;
 - 8) Haversack should be washed, starched and pressed;
 - 9) Brasses should be well polished and shining;
 - 10) The brass of the B. B. belt buckles at the centre;
 - 11) On parade, jacket must be fully buttoned; and
 - 12) Approved accessories should be used when the uniform is worn.

CONCLUSION

- It is the responsibility of officers to correct all the abnormalities in the wearing of improper uniforms and maintenance. Officers can only do this, when each officer wears his/her uniform appropriately.
- In addition, Girls wearing BB uniform must be disallowed and encouraged to join or form the Girls' Brigade in their local churches except they are of the recruitment age for Lady Officers cadre.

LSC 103 - STARTING A BOYS' BRIGADE COMPANY

COURSE RATIONALE

Starting an organisation entail understanding and dealing with many issues including recruitment, funding, methods etc. The same applies to forming a Boys' Brigade Company in any church. But importantly is the fact that any BB Company need committed leadership with God fearing focus to lead the Boy.

In this module, trainees would be exposed to factors that must be considered before establishing a BB Company.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know how to start a Boys' Brigade Company;
- know the methods adopted by the BB to achieve its goals;
- acquire knowledge on the various uniform of the Boys Brigade and
- acquire knowledge on the formation of BB.

COURSE OUTLINE

The content of this module is as follows:

- the history of the on the life of William A. Smith;
- the Metamorphosis and the formation of the BB;
- Landmark dates of the BB.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- Deliver the module in the most captivating manner that will arouse the interest of Trainees.
- use verbal cues during the delivery of the course.
- answer questions posed by trainees.
- present the module using PowerPoint, embedded with pictures and videos relating to the module.

LSC 103 - STARTING A BOYS' BRIGADE COMPANY

INTRODUCTION

- Starting an organisation entail understanding of the various issues including recruitment, funding, methods etc. In business world a Company is described as group of individuals with a common purpose (profit making). The same applies to forming a Boys' Brigade Company in any church. But importantly is the fact that any BB Company need committed and God-fearing leadership to lead the Boy.
- The Boys' Brigade Company cannot exist in isolation. Therefore, it must be attached to a Church or Chapel where a clergy man presides over.
- **What is a BB Company?**
- It is the smallest unit of the Boys' Brigade organization to which all members belong and where relationship is built officers and Boys. The company exists because of the Boys.
- Therefore, the purpose of starting the first BB Company in 1883 was to win Boys to Christ and train them for His service (God). The purpose is depicted in the object of the organization *"the advancement of Christ's kingdom and the promotion of habits of obedience, reverence, discipline and self-respect and all that tends towards a true Christian manliness."*

How to Start a BB Company

- The idea to start a B.B. Company must be conceived by someone. The vision could be conceived by the following:
 - 1) the clergy in the church - Ministers serving in the church;
 - 2) a church member i.e., an interested member of the church; and
 - 3) direct introduction from B.B body to a church.
- The Boys' Brigade constitution states *that "each company shall be a part of a church or other Christian organization approved by Brigade executive"*.
- Therefore, the first step towards the formation and enrolment of any B.B company, is to obtain official approval of the church. The constitution further states, *"The church shall nominate for the enrolment all officers of the company"* All officers shall be members or adherent of a church or other church organization.
- A Company shall be an assembly of not less than thirty Boys and three officers.
- Regardless of who or how the vision to start a BB Company is conceived, the following steps are very important in starting a BB Company. These are:

a) The support and approval of the Church

This is the first step involved in starting a BB Company. It is a stage where the church gives its approval after the decision of the church authority. The approval of the Church authority or is important to enhance financial support which includes payment of –

- the registration fee;
- enrolment fee; and
- procurement of musical instrument etc.

Therefore, the support of the church is inevitable.

b) Appointment and training of Officers

- Officers are expected to be men and women of impeccable character and high moral values. They are to ensure the smooth running of the company.
- It is the responsibility of the church through the recommendation of the Minister in Charge to approve the appointment of officers for the Company. The leaders to be appointed must be thoroughly scrutinized, people of good Christian faith. The Captain is first among equals.
- The training of Boys and officers is very essential. After the appointment of officers by the Church, as a matter of necessity, the officers must offer themselves for training. The appointees are expected to attend the Basic Officers' Training 1 to 4. Every officer MUST attend this course.
- The training will expose the officers to their responsibilities and how to run the BB Company.
- An officer will not and cannot be installed a Captain until after the successful completion of the Basic Officers Training. However, such officers can only be addressed as Officer -in- Charge.

c) Recruitment of Boys

At this level, recruitment of Boys into the Company is important. This can be achieved through various strategies such as making of announcement in the Church Bulletin, through the Sunday School, meeting with parents of interested members, schools around the neighbourhood, etc.

- The recruitment can be internal (within the Church) or External (Outside the Church).

d) Inspection and Recommendation

At this stage, it is expected that the Company would have recruited at least thirty (30) Boys. An inspection team from Battalion or Group Council would visit the Company to inspect all necessary plans and company activities for recommendation to the State Council for registration. The inspection could be once or twice. The inspection team will look into the following: a. Membership Strength

- b. Attendance Register
- c. Infrastructure like training ground or facilities
- d. BB Literatures e.g., drill books, membership cards etc.

e) Company Registration

Based on the recommendation of the Group/Battalion Council to the State, after a thorough training and inspection and having paid the prescribed fee, the registration and issuance of number will now be done by the State Council. Thereafter, a confirmation letter of the registration is issued to the Church.

f) Enrolment Service

Having fulfilled all requirements registration, the Group/Battalion in conjunction with State Council will perform the official inauguration and enrolment service.

PLANNING TO START THE COMPANY AND ENROLMENT

- It is very instructive to note that before the recruitment of Boys into the Company, officers appointed by the church must meet to plan the actual starting of the weekly meetings.
- In doing this, the following **MUST** be thoroughly considered.
 - 1) Allocation of duties to officers – appointing officers into key responsibilities;
 - 2) Giving wide publicity to prospective members;
 - 3) Time and place of meetings and for the Weekly Bible Class; and
 - 4) Provision of needed equipment, registers and materials for sporting activities.
- The Boys' Brigade is not only for the Boys in the church. Other Boys in the neighbourhood should be invited either Christian or non-Christian. Officers should remember that the focus of the B.B. is to lead the Boy to Christ.

CONCLUSION

- Starting a BB company should not be the only concern of officers, but continuity should be ensured. Many companies started very well but had a bad end.
- Therefore, officers should encourage Boys to attend all necessary BB Trainings. Captains should also focus on how to keep

LSC 104 THE BOY AND THE OFFICER

RATIONALE

The focus of the Boys' Brigade is to bring the Boy into the knowledge of Christ through fun-filled activities that will task his capacities and energies. In addition, the BB is committed to providing an enabling environment in which the Boy can develop socially, educationally, physical and emotionally.

Therefore, this module is to give the Officers insight into the characteristics and the expectation of the Boy and officers. It will also highlight the responsibilities of officers in leading the Boy.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- define and explain the concept of the Boy;
- know the characteristics of the Boy;
- identify and streamline the needs of the Boy;
- explain who an officer is in the BB and the qualities of a good officer;
- know the requirements for a person to be appointed an officer in the BB; explain the responsibilities of officers in a BB Company; and
- know the categories of officers in the BB.

COURSE OUTLINE

The contents of this module are as follows:

- conceptual framework for the Boy;
- characteristics and the needs of the Boy;
- who is an officer in the BB;
- the requirements for the appointment of an officer, his/her responsibilities and qualities of an officer in the BB;
- categories of officers in the BB;
- officers' relationships with the church; and
- the code of conduct for officers in the BB.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and its relevance to trainees.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainee.
- present the module using PowerPoint with embedded pictures of the milestones and the picture of the Boy and officers.

LSC 104 THE BOY AND THE OFFICER



INTRODUCTION

The focus of the Boys' Brigade is to bring the Boy into the knowledge of Christ through fun-filled activities that will task his capacities and energies. In addition, the BB is committed to providing an enabling environment in which the Boy can develop socially, educationally, physical and emotionally.

The Boy is an integral part of the organisation, without the Boys, there will be no Boys' Brigade Company.

However, there is the need to actually determine who a Boy is.

WHO IS A BOY?

- According to the Cambridge Advance Learners Dictionary, a Boy as ***"a male child or a male of any age."*** The term is commonly used for a child or an adolescent especially one that is below eighteen years old. It could also mean a young man who lacks maturity, judgment etc.
- In The Boys' Brigade a Boy is the most important person that makes the organisation to exist. The involvement of the officers is to guide, direct, counsel, support and to led the Boy. The objective of the Boys' Brigade "is the advancement of Christ's Kingdom among the Boy". So, the Boy is very key to the growth of the Boys' Brigade.

CHARACTERISTICS OF THE BOY

- Characteristics are quality belonging typically to a person. These are the features that belong to the person and make them recognisable. Boys generally possesses the following characteristics. They
 - ✓ interested in everything around them;
 - ✓ are very competitive - capacity for fun- the Boy has a great sense of humour. He has few worries and likes to do enjoy himself
 - ✓ enjoy doing things with their friends;
 - ✓ like collecting and making things;
 - ✓ are very restless - Enthusiasm and Energy - Boys of younger age cannot sit still for long. They always want to be on the go, doing something they like on their own, or more usually with others of their age. However, when they commence anything enthusiastically, the enthusiasm fades off;
 - ✓ are very smart both in thinking and doing things;
 - ✓ respect opinions and listens to their hero - capacity for hero-worship and emulate their lives of his hero;
 - ✓ are very bold
 - ✓ take responsibility for their actions;
 - ✓ are independent minded;
 - ✓ are decisive;
 - ✓ learn to do their best;
 - ✓ are very obedient
 - ✓ are very honest; and

- However, in view of the features of the different ages in the Boys' Brigade, each age group exhibits some other characteristics.

1) ***The Anchor Boy (5-8 years old)***

- This age group of members are mostly in the Early Education and Childhood classes.
- The programmes for the group are more of fun and Montessori learning through play. This group of Boys exhibits the following traits:
 - ✓ very innocent –
 - ✓ restless, playful
 - ✓ energetic
 - ✓ self- centredness / egocentrism
 - ✓ strong motor skills;
 - ✓ unidimensional thoughts
 - ✓ likes collecting and making things.

2) ***The Junior Boy (8 - 11 years old)***

- Junior Section is part of the Company. This is the formative years of the organisation before graduating to the Company Section.
- The core age ranges from 8 years to 11 years. This group of Boys exhibits the following traits:
 - ✓ restless, playful
 - ✓ energetic
 - ✓ team building
 - ✓ strong motor skills;
 - ✓ caring;
 - ✓ loves hero worshipping
 - ✓ accepts responsibility; and
 - ✓ likes challenges.

3) ***The Company Section Boy (11- 14 years old)***

- The age range for Boys in this section is between 11years to 14years. This age group has its own activities.
- They are in early pre-adolescence stage and their traits are as follows
 - ✓ physical development;
 - ✓ cognitive development;
 - ✓ sexual awareness;
 - ✓ adventurous;
 - ✓ friendship;
 - ✓ independence / freedom;
 - ✓ struggle for independence;
 - ✓ abstract concepts;
 - ✓ self -esteem;
 - ✓ very conscious;
 - ✓ empathetic;
 - ✓ emotional;
 - ✓ risk taking; and
 - ✓ proud, ambitious.

4) ***The Senior Section Boy (15 - 19 years old)***

- Boys in this section are in their adolescent stage. They are in the age range between 15 years and 19 years old.
- It is therefore, instructive that some of these Boys are in the higher institutions of learning while some may have graduated from institutions of higher learning.
- In view of the foregoing, the Boys' exhibits:
 - ✓ strong need for independence
 - ✓ sexual attraction to opposite sex
 - ✓ wants recognition, listened to and to be noticed
 - ✓ distinguish between abstract and concrete concepts physical development;
 - ✓ cognitive development;
 - ✓ argumentative;
 - ✓ friendship;
 - ✓ independence / freedom;
 - ✓ abstract concepts;
 - ✓ self-esteem;
 - ✓ very conscious;
 - ✓ emotional;
 - ✓ risk taking; and
 - ✓ proud, ambitious.

THE NEEDS OF THE BOY

- Having known the traits of the Boy, it is important to identify his needs in order to provide for them, and reaching a balance between what he has and what he needs.
- The underlisted needs are germane for the Boy.
 - 1) ***Counselling and 'Breaking Out'***
 - ♣ The Boy should be encouraged to talk about his challenges whether at home or in the school. The officer should have a listening ear and thinking of the kind and type of advice to give the Boy.
 - ♣ Officers must refrain from hasty conclusions that are judgemental. Instead, the officer must show empathy towards the Boy and reassure the Boy.
 - 2) ***Strong Relationship***

The officer should build a strong and family relationship with the Boy so that he feels comfortable in sharing his challenge.
 - 3) ***Reassurance, Encouragement and Support***

The Officer should be ready to provide emotional or psychological comfort and should not be discouraged if his efforts are not yielding desired results. The officer should remain confident and ready to offer same any time.

THE OFFICER IN THE BOYS' BRIGADE

Definition of an Officer

- The word 'Officer' connotes a person handling a position of authority especially one with a commission especially in the Boys Brigade. Furthermore, an officer is a person who has a responsible position in an organisation.
- From the foregoing, an Officer is a person with a position of authority, trust and responsibility engaged in active duties.
- Having understood who an officer is, it is a fact that for a person to be appointed, commissioned or promoted to the rank of an officer, such a person must possess some measure of quality.

QUALITIES OF AN OFFICER

In the Boys' Brigade, for anyone to be appointed, commissioned or promoted as an officer MUST have the following qualities.

- 1) A true Christian who is a full member of the church to which the Company is attached, a regular worshipper and church worker.
- 2) Must have passionate interest in the Boys and a desire to lead them in the way of Christ.
- 3) Must be a role model and of good conduct for the Boy to emulate.
- 4) Must be very honest, accountable and reliable in all ramifications.
- 5) He or She must have a high level of integrity and moral character.
- 6) Should reverence God as his creator and make Him his friend.
- 7) Officers must show high level of responsibility.
- 8) The Officer must be a good image marker of the organization for everyone with whom they are in contact with tend to judge the Brigade as a whole by the personal example of the individual whether in uniform or not.
- 9) The Officer must show loyalty and respect to the constituted authority. He/she should be law abiding.
- 10) The Officer must exhibit good Christian leadership and commitment.
- 11) The officer must have good sense of judgement and problem solving. The officer must be able to reason. To weigh the consequences before deciding on the most logical course of action.
- 12) The would-be officer must be ready to tolerate and persevere. He/She must be resolute, steady, confident and motivated to carry out the responsibilities of an officer.
- 13) The officer must be dependable - He/she should be trustworthy.

The success of the work at the Company depends on the quality of Christian leadership shown by the Officers in the Company.

REQUIREMENTS FOR THE APPOINTMENT OF OFFICER IN THE BOYS' BRIGADE

- Officers are appointed to serve in a particular capacity or office with a set of goals. In the Boys' Brigade, officers are appointed at the pleasure of the church authority **through the instrumentality of the Minister in Charge of the Church (Chaplain).**

- However, before the appointment of officers, the church must be convinced that the men and women to be appointed are distinguished personalities and of impeccable character.

- Appointed officers must be worthy to be called **officers** and **trustworthy**.

a) The following are the requirements for the nomination of men/women as officers of the Boys' Brigade:

- a devout Christian with godly character and must be a member of the church;
- must not be below 19 years of age;
- must have interest in leading the Boys in a Christian way; and
- must be committed to the task.

b) In accordance to the Constitution of the Boys' Brigade Nigeria, the Captain of a Company is installed at a divine service to be conducted by the Battalion Council Chaplain, under the auspices of the State Secretary Organiser or his/her representative.

After a good performance at the Officer's Basic Training programme(s), Officers appointed by the Church authority are decorated during the enrolment service.

c) It shall be the responsibility of every officer to attend the Basic Training Course.

CATEGORIES OF OFFICERS IN THE BOYS' BRIGADE

Officers in the Boys' Brigade are categorised as follows:

a) Chaplain

- The Chaplain is the Minister/Clergy/Pastor/ General Overseer/ Apostle in Charge. He is an Officer of the Company and he, with the Church authority/Council, has full control of the affairs of the Company,
- As a matter of fact, other officers of the Company are appointed officers based on the recommendation and approval of the Chaplain. The Chaplain is the first officer of the Company. He must be involved in the planning and implementation of programmes of the Company.

b) Captain

- The Captain, is an officer of the Company appointed to the position by the Church to lead the Company. The Officer is expected to take an active part in Company work and to attend all meetings of the Company. The post of a Captain is not a **promotable rank** but an appointment based on **competence, skills, capacity, commitment and Christian leadership**.
- In addition, he should be a matured person who will command the respect of officers, Church authority and the Boys. The Captain is responsible to the Church.
- It must be noted that the position is not an honorary appointment to be made to an important person in the church as a mark of honour.
- In order to have a good relationship among officers, it is expedient for the Captain to ensure that staff meetings are held regularly and all members are carried along in the scheme of things. The Captain MUST avoid dictatorial actions and tendencies. This must be avoided at all cost.
- The tenure of a Captain shall be five years and may be renewed for another five years but not more than ten years. It is very important to state that it is not compulsory for the church to renew the tenure of any Captain. The appointment is at the pleasure of the Church.

c) Lieutenants

- These are officers appointed to assist the Captain in the administration of the Company. They could be male or female members and should have attended the Basic Officers training.
- They too like the Captain MUST attend all meetings of the Company and perform the roles assigned to them.
- The officers must exhibit good Christian leadership.
- The appointment of the officers is at the pleasure of the Church. The church has the right to withdraw the commission of any officer for acts inimical to the ideals of the B.B.

d) Warrant Officers

- A Warrant Officer is the most junior of the Commissioned Officers that are yet to complete his/her training courses. They are leaders in training and supports the Captain and other Officers in ensuring that all activities are managed and the Boys enjoy themselves.

OFFICERS' RELATIONSHIPS

The responsibilities of an officer are

a) Church

- ♣ The first duty of an officer is to His Church. The BB is the agency of the Church. Hence, the Officer must see himself/herself as a leader, leading the Boys into worship and witness of the church.
- ♣ The officer aside being a member of the church must also show exemplary character, honesty and adherence to the regulations of the church. He must ensure that he/she pays her dues to the church.

b) Company

- ♣ The success of the Company depends on the quality of leadership displayed by officers. They are to give of their best to achieve the Object of the BB. Officers are to make BB work a vocation, an opportunity for Church service.
- ♣ Officers must be loyal to one another. They may differ at times, but it should never be to a point of crisis and acrimony.
- ♣ For the Boys, officers must trust the Boy even in the smallest matter. The interest of the Boys must be paramount when planning the programme. The Boys should be dealt with as an individual and respected. Parents.
- ♣ Officers must visit the parents/homes of their Boys as a way of promoting inter-personal relationship and lend support to the Boy.
- ♣ Inter- Companies Relationship and Youth Organisations
Officers must try as much as practicable to synergise and network with other Companies within or outside their Battalion Councils with a view to hosting joint programmes or activities that will enhance the capacity of the Boy and make the Companies more visible.

CODES OF CONDUCT FOR OFFICERS

- The Codes of Conduct sets out the standards of behaviour the Boys' Brigade expects from officers. It aims at helping to reduce misunderstanding and unethical behaviours among officers and Boys.
- Officers are expected to make sure that they read, understood and agree to abide by the codes. Moreover, they should also understand the consequences of unacceptable behaviour and misdemeanour.
- In view of the above, officers MUST keep to the underlisted Codes of Conduct:

- ensure in every respect that relationships formed with children and young people in your care are appropriate, and relevant to your role;
- treat all children, young people and adults fairly, respectfully and without prejudice or discrimination or favouritism;
- involve children and youth in the decisions that affect them wherever possible;
- must be punctual and accountable;
- must be polite and be courteous to everyone whether young or old;
- show respect at all times and listen to discussions during meetings;
- must be considerate and mindful of utterances and actions on the bb and other members must demonstrate biblical principles of leadership;
- develop healthy and positive relationships among all cadres of members;
- must abstain from using abusive and foul words when disciplining members or use any physical discipline to control or punish defiant behaviour. correct in love.
- create a safe environment ensuring all activities including weekly meetings, events, trips are risk assessed to maintain the safety of all involved and to ensure that there are always sufficient leaders present;
- take all safeguarding allegations or concerns seriously and report immediately in line with the procedures of the Boys' Brigade and inform your local church.
- should be loyal to God, the church and the brigade.
- abstain from doing things that will bring disrepute to the Boys' Brigade;
- should always set good examples for the Boys and other officers.
- abstain from the consumption of alcoholic drinks and smoking especially when in bb uniform whether in any bb functions, trainings or activities.

CONCLUSION

- The focus of the Boys' Brigade is to bring the Boy into the knowledge of Christ through fun-filled activities that will task his capacities and energies.



- In addition, the BB is committed to providing an enabling environment in which the Boy can develop socially, educationally, physical and emotionally through the commitment and dedication of officers.
- The Boys are always enthusiastic to learn but quickly switch off when they see a bad officers leading them. The Boy is an integral part of the organisation, without the Boys, there will be no Boys' Brigade Company.
- As officers, remember the we must be steadfast, immovable, always abounding in the work of the Lord, knowing that in the Lord your labour is not in vain" (1 Corinthians 15:58).

LSC 105 - PROGRAMME PLANNING AND MANAGEMENT IN THE BOYS' BRIGADE

INTRODUCTION



This module focusses on the concept of programme planning and management in the Boys' Brigade. The aim of this module is to explain the basis for programme planning in the BB, the challenges facing effective programme execution and responsibilities of officers and Boys in the management and execution of the programmes.

It is therefore expected that Officers would have understanding of the elements and factors required in

programme planning.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know what is Programme Planning, its importance and elements;
- acquire knowledge on the types of programme planning;
- know the place of programme planning in the Boys' Brigade; and
- acquire hands-on skills in programme planning.

COURSE OUTLINE

The contents of this module are as follows:

- concept, importance and elements of programme planning,
- taxonomy of programme planning;
- the place of programme planning in the Boys' Brigade;
- modes and structure of programme planning;
- responsibilities in programme planning for the BB company; and
- hands-on skills in programme planning.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- get enough pictographs, videos and images on programme planning.
- templates of different programme planning for trainees during group work.
- answer questions from trainee.
- Use not only lecture method but engage trainees in practical group work.
-

LSC 105 - PROGRAMME PLANNING AND MANAGEMENT IN THE BOYS' BRIGADE

INTRODUCTION

This module focusses on the concept of programme planning and management in the Boys' Brigade. The aim of this module is to explain the basis for programme planning in the BB, the concept, pattern, elements, structure, the challenges facing effective programme execution and responsibilities of officers and Boys in the management and execution of the programmes.

Basically, planning is a course of action aimed at achieving set objectives or goals. It is designing a course of action to achievements.

CONCEPT OF PROGRAMME PLANNING

- Programme planning is the process by which a programme is conceived and implemented as planned. It involves several steps which include identification of a problem, selection of desired outcomes, implementation and evaluation. It is a process of bringing about planned change.
- It is a procedure of working with the people in an effort to recognise unsatisfactory situations or problems and to determine possible solutions or objectives and goals. It is the process of bringing about planned change that is methodical and concerted.
- Programme development is an ongoing dynamic process that allows implementation and achievement of goals. Programme planning is a procedure of working with the people and resources in an effort to achieve a stated objective or identified issues.
- It is a multi-step process that generally begins with the definition of the problem and development of an evaluation plan.
- Furthermore, programme planning is bringing about planned change and prepare the way for action that should be taken. It is a continuous series of activities leading to the development of a definite plan of action to accomplish objectives.

IMPORTANCE OF PROGRAMME PLANNING

- In order to achieve the aims of the BB, the programme planned must serve a purpose. Hence, the importance of programme planning include:
 - 1) helping in systematic attempt to achieve desired result/goals;
 - 2) assisting in understanding the statement of purpose;
 - 3) enabling the implementers of the programme to be focussed;
 - 4) keeps the Company going;
 - 5) helps in the training and retention of the Boys;
 - 6) assist in developing leadership potentials of the Boys;
 - 7) good programmes planned for the Boy could help in choice of career;
 - 8) giving an opportunity to Officer(s) to understand the capability and personality of each Boy in the Company;
 - 9) avoiding unnecessary conflicts; and
 - 10) monitoring of future developments.
 - 11) Consolidating learning process and lay foundation for the future; and
 - 12) Reducing the chances of failure of programmes.

- There must be a well thought out method of planning, preparing and presenting these subjects in sequence to be able to achieve its objectives. and that is why the concept of programme is of great significance to the “Boy”.

TYPES OF PROGRAMME PLANNING

- There are four basic types of programme planning are
 - 1) **operational planning** - are plans needed to make things happen.
 - 2) **strategic planning** - are all about why things need to happen.
 - 3) **tactical planning** -it involves breaking down of long-term strategic plan into smaller and more distinct short-term plans.
 - 4) **contingency planning** - this is a programme planned to help an organisation respond to an event that may or may not happen. It can be referred to as 'Plan B'

No matter the type of plan, it must be noted that the essence of planning is To achieve a desired outcome. So, no effort must be spared to achieve the purpose.

THE PLACE OF PROGRAMME PLANNING IN THE BOYS' BRIGADE

- The Boys' Brigade adopts various activities for training of its members in accordance with its objectives. One of such avenues is the programme planning.
- In the BB, Programme planning primarily involves the implementation of various activities and exercises to benefit the entire members of the association utilising the talents, dynamisms and attractions of its members especially the Boys.
- The Boys' Brigade was created to assist the “Boy” acquire not only Christian virtues, but physical development and discipline through its training programmes. It places emphasis on the abilities and potentials of the “Boy” to be adequately discovered, directed and developed.

MODES OF PROGRAMME PLANNING IN THE BOYS' BRIGADE

- In the BB, programmes are planned in several ways depending on resources available. Programmes could be planned
 - 1) **annually** - this involves planning the programme for a year at the commencement of the year.
 - 2) **bi-annually** - planning the activities twice in a year (half yearly). the advantage of this type of programme planning is that it would improve efficiency.
 - 3) **quarterly** - this entails planning activities quarterly.

- 4) **monthly** - this is planning for a month. it is cumbersome and does not allow for thorough evaluation.
 - 5) **Weekly** - this is a weekly event. It shows lack of capacity on the part of officers.
- Programmes are presented at the Company, Battalion or State levels. Whatever the mode of programming, a programme planned and implemented must will appeal to the Boys, attract and keep their interest to learn.
 - In addition, every identified programme cum activity must be carefully planned and organised, in order to achieve the goal of putting up the activity.

• **ELEMENTS OF PROGRAMME PLANNING**

The following fundamentals should be considered when planning any Company programme.

- 1) Aims / objectives of The Boys' Brigade
- 2) The Age Group of Boys
- 3) Environment
- 4) Number of Officers (Staff/Helpers) required and available to execute the program viz the available hands. v. Availability of Materials, Equipment and Space.

✓ **Objectives of programme**

The objective specifies how the goal(s) of the programme will be achieved. Therefore, the activity must be clearly identified and goals specifically stated.

✓ **The age of the Boys**

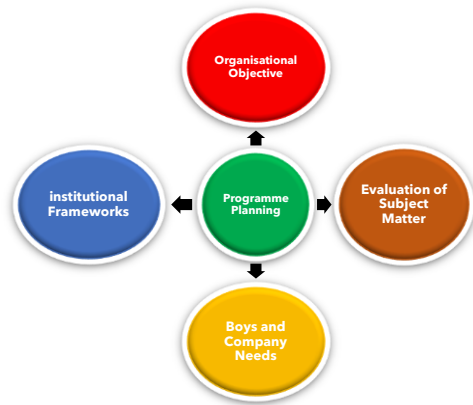
The age group of participants in an activity should be stated.

✓ **Environment**

This refers to the features and physical setting of the programme which affects the interactions and relationships among participants.

- ✓ Number of Officers required and number available to execute the program. This must be factored into the event/activity.

Programme Planning Process



STEPS IN PROGRAMME PLANNING

In planning a programme, the following steps should be carefully observed.

- 1) **Analyse the Situation** – embark on collection of facts and analysis that will aid the programme.
- 2) **Identify the problems** - the major gaps between "what is" and "what should be" as the outcome from the fact analysis and the difficulties that give rise to such scenarios are identified.
- 3) **Determine the objectives** - the objectives should reflect a forecast of the changes in people's behaviour. The goals could be long-term or short-term, however, they must be expressed clearly and smart.
- 4) **Develop the plan of activities** - identify the processes and methods for achieving set target and an action plan, i.e. a schedule of actions, is created to fulfil the specified outcomes. Take Stock of the available resources.
- 5) **Plan the Details** - carry out the activities - arrangements must be made for delivering the required resources – financial, human and materials and specific actions taken.
- 6) **Evaluation of results** - this is done out to assess the programme's success in terms of specified outcomes.

STRUCTURE OF PROGRAMME

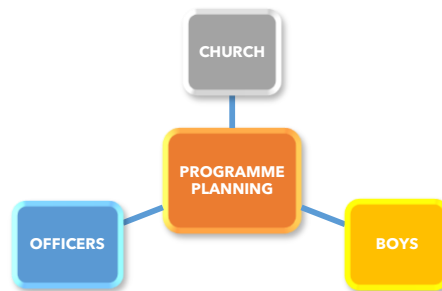
In view of the various section in the Boys' Brigade , programmes for each section should be structured to include the four-side principle of the Boys' Brigade which are:

- a) **educational** - basic BB knowledge and interests, academics /skills acquisition.
- b) **physical** - physical activities /Simple Drill, Recreational activities /Squad Drill, Team Games / Activities/ Parade.
- c) **spiritual** - bible Stories, Bible Studies, Christian, Faith.
- d) **social:** basic knowledge, Basic Discipline, Community Service, Social activities or services.

RESPONSIBILITY FOR PROGRAMME PLANNING IN THE B.B.?

- Often times, at the Company level, programme planning is seen as the sole responsibility of the Captain or some officers. This perception is totally wrong.
- The responsibility of initiating and planning programmes in a Boys' Brigade Company is a collective responsibility of members - Captain, Officers, Boys, Friends of B.B. It requires the involvement of the following: The
 - a) **Church**
 - b) **Officers**
 - c) **Boys**
 - d) **Friends of B.B. Patrons and Patronesses**

Diagram showing lines of Responsibility for Programme Planning



- In order to have a programme that will be acceptable to all, a joint meeting of the Chaplain who presents the policies and interest of the Church, the Officers-in-Charge of the Sections and Squad Leaders should be held where extensive deliberation on the focus of the Company programme should be.
- The involvement of the Chaplain and the Captain in this regard is very important.
- Suggestions made at the meeting should be objectively analysed to ensure that such suggestions meet the aspirations of the Boys and doctrinal standards of the Church.

Hands-On Sessions with Trainees

- The facilitators can choose from the underlisted suggested Programmes for a Company. The trainees should be grouped into three or more groups depending on the number.

- However, to achieve desired results, the lesser the number of trainees in a group, the better.
- Suggested Programmes for balance growth
 - Bible Class
 - Drill Practice
 - Health Education
 - Camping
 - Music Class/Band Work - Musical Concerts
 - Excursion /Expedition
 - Inter Squad/ Company Sports festival
 - Career talks
 - Community Service
 - Visit to Schools and Orphanages
 - Drama
 - Evangelism
 - Parents, Patrons and Patronesses Night
 - Enrolment Service Week
 - B.B. in the Street - Street Parade, Advocacy etc.
 - Company Night Vigil
 - Art/Craft
 - Skills Empowerment activities
- However, care must be taken not to over load the programmes - always aim at a few things, well prepared and executed giving opportunities to many Boys to handle items on the programmes.

CONCLUSION

- It is important to state that the Boys' Brigade attaches great value to the method of training its members. The style and depth of planned activities will reflect the state of Companies.
- Remember, if Boys do not gain anything at Company meetings or are dissatisfied with the activities, it is unlikely that they will attend the next programme.



LSC 106 - COMPANY ORGANISATION AND ADMINISTRATION

COURSE RATIONALE

Managing an organisation entail understanding and dealing with many issues including human and material resources, Planning, recruitment, funding and coordination. The principles underlying management skills apply to an organisation called the Boys' Brigade Company.

Therefore, the purpose of this module is to expose trainees to the principles of administration and management and its applicability to the BOYS' BRIGADE

LEARNING OUTCOMES

At the end of the module, trainees will acquire skills on:

- the organisation of a Boys' Brigade company and its structure;
- how to administer the BOYS' BRIGADE company and its resources;
- records keeping in the BOYS' BRIGADE and its importance in company administration;
- strategies for internally generated funds;
- financial accountability and management in the company; and
- application of Information Communication and Technology in management of records.

COURSE OUTLINE

The content of this module is as follows:

- concept of administration, organisation and record management;
- planning to start the company and enrolment, inspection and recommendation;
- appointment and training of officers
- enrolment service

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- get enough pictographs, videos and images on organisation and administration.
- answer questions from trainee.
- Use not only lecture method but engage trainees in practical group work.



LSC 106 - COMPANY ORGANISATION AND ADMINISTRATION

INTRODUCTION

Managing an organisation entail appreciating and dispensing with many issues, planning, coordinating, controlling of all activities that will foster positive delivery of organisational goals. All these are centered on the principles management which skills applies to an organisation like the Boys' Brigade Company.

The concept of organisation and administration is establishing relationships among members to achieve the aims of the Boys' Brigade Unambiguously, organising and administering a Boys' Brigade company involves enormous energy and resources.

MEANING OF A COMPANY IN THE BOYS' BRIGADE

- A Company is the smallest but most important unit of the Boys' Brigade. It is made up of Boys, Officers, Patrons and Patronesses.
- The Company is then capacity building avenue for Boys who are members of the local church. Some of the Boys due to the attraction and love for the BB, may even be living within the environs.
- The BB Company is a virile ground for breeding potential leaders for the church and nation of the church.
- Organisation is the structural framework of duties and responsibilities required of personnel in performing various functions with a view to achieving goals through the organisation.

Therefore, when organising a Boys' Brigade Company, it is the undertaking to put in a working system within the Company. It is organising groups of people with a particular purpose. Hence, Company organisation is the act of arranging the Boys' Brigade Company to function

CONCEPT OF ADMINISTRATION, ORGANISATION AND RECORD MANAGEMENT

- Loosely defined, an organisation is a group of people coming together with a common purpose. It is a complex group of people who function as an organism.
- However, *an organisation is an entity comprising of one or more people and having a particular purpose. It is as a structured group of people working together in an open environment to achieve a set of collective objectives.* Furthermore, it could be termed by the constituents that are part of it, its communication, its autonomy and its rules of actions.

- From an institutional perspective, an organisation is viewed as a purposeful structure within a social context. On the other hand, the word administration means management of affairs or activity of a business, family or organisation. However, administration involves ***the group of individuals who are in charge of creating and enforcing rules and regulations or those in leadership positions who complete important tasks.***
- In addition, it could be referred to as the act of managing duties and responsibilities and being accountable for those actions required to be taken.
- From the foregoing, organisation connotes the planning, organisation and coordination of activities, programmes *with other stakeholders in a transparent manner to achieve set objectives and goals for advancing Christ kingdom.*
- Meanwhile, *Record management is the process one can implement to control the creation, maintenance, receipt and disposal of information irrespective of the format.* It is the organisation's management and supervision of both digital and physical paper records.

ORGANISATION AND ADMINISTRATION IN THE BOYS' BRIGADE COMPANY

- In the Boys' Brigade, the Company is seen as the greatest unit of the organisation. Without a Company other level will not be in place. So, the Company is very vital. However, it is apt to note that organising and administering a Boys' Brigade Company could place additional responsibilities on leaders due to the age groups of most members involved at the level.
- In order to implement the identified programmes and activities, the Company must be organised in such a way that it will endanger achievement of goals.

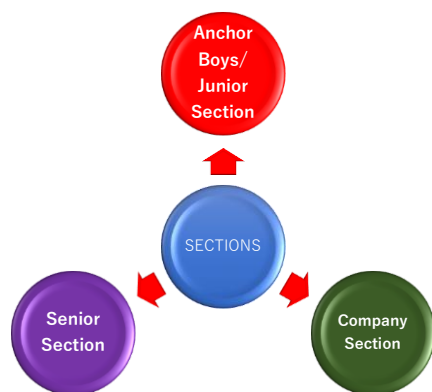
♣ Organisation of a Boys' Brigade Company

- ✓ A Company in the Boys' Brigade is organised into Squads and Sections and along age groups. There are three main sections – viz-a viz – **the Junior Section, the Company Section and the Senior Section.**

♣ Structuring of the Company

- ✓ In a Boys' Brigade Company, Boys are organised into sections based on their age range. This is so, because of reasoning and understanding levels.
- Boys are grouped into three sections which are:
- **Achor Boys / Junior Section** is for Boys within the age range of 6 to 11 years. The Section is further divided into **Groups** and a Leading Boy appointed to lead each group.

- **Company Section** is for Boys within the age range of 12 to 15 years. The Company also is further divided into smaller units for ease of administration.
 - ✓ The units are called **Squads**. In order to have smooth administration of the squads, Squad Leaders are also appointed.
- **Senior Section** is for Boys within the age range of 16 to 18 years.
- The above listed ages are the BB Age which refers to the age in which the Boy is as at 31st December of that year. This provides a common national and international way of organising Boys with their age.
- In appointing or electing leaders to lead each group, utmost consideration should be given to the leadership skills exhibited by each of the Boys. These Groups and Squads may be given names to give a sense of belonging. It is suggested that names of role models in the BB could be used.
- Each Section is expected to have an Officer who will be in Charge of the groups and squads. Those to be appointed into these positions must be committed, disciplined and God fearing.



Sections in a Boys' Brigade Company

ADMINISTRATION OF A BOYS' BRIGADE COMPANY

- ♣ As defined earlier, administration entails management of both human and material resources, enforcing regulations and implementing policies. Administering a Boys' Brigade Company is a process of appointing cum electing responsible, committed, reliable, honest and God-fearing officers into positions of responsibilities.
- ♣ The officers in cooperation with the Chaplain and Captain of the Company oversees the management of each Company and engaging in inter-company

relationship, active participation at the Battalion and State levels. These officers constitute the Company Leadership.

- ♣ The underlisted positions of authority should be considered when appointing officers to serve at the Company level, depending on the number of officers available for ease administration. The positions are:
 - a) Company Secretary,
 - b) Treasurer - the person is to keep careful records of the Company accounts including all money received.
 - c) Financial Secretary,
 - d) Band Leader/ Drill Officer and
 - e) Bible Study Officer which could be handled by the Chaplain.
- ♣ A transparent and fair process of electing or appointing people to position must be paramount. Acts that are inimical to the growth and development of the Church must be avoided. In all these, the Chaplain **MUST** be carried along.
The Chaplain has full control of the affairs of the Company.
- ♣ The distribution of officers among Boys in the Company must be done in accordance to the Boys' Brigade regulations of ratio of 10:1 (ten Boys to one Officer). This rationing system is also done so that every Boy is being specially handled. (The officer knows all the Boys in his squad personally).

STRATEGIES FOR INCOME GENERATION FOR A BOYS' BRIGADE COMPANY

- ♣ The issue of raising enough fund for the activities of the Boys' Brigade Company has become so important that officers must acquire necessary skills that would yield good financial autonomy for the Company.
- ♣ A company that fails to plan for its finances planned to fail. Finance is very important in the company i.e., all activities (almost all) require finance to be run them, no matter how little. Many churches are prepared to give grant in aid, subvention or have budgetary allocation to the Brigades annually. However, it is advisable for the Company to strive to become self-supporting and self-sufficient.
- ♣ Therefore, the aim of this unit is to espouse various sources of funding a Boys' Brigade Company. In all of these, accountability and transparency should be the watchword.

- ♣ **Sources of funds for a Boys' Brigade Company**

Companies can explore the following sources of fund generation.

- 1) **Membership Dues** - this could be collected weekly or monthly as may be convenient for members of the company. This could be extended to Patrons and Patronesses. It is the responsibility of every officer to pay the due and encourage Boys to do same.

- 2) **Bob-a-Job Exercise** - this is a deliberate plan of action to visit homes of church members to clean their compounds of dirt and other chores with a view to raising funds.
- 3) **BB Week Exercise** - this is an all-important exercise aimed at raising funds for the work of the Boys' Brigade at all levels. The total sum generated is distributed in a proportionate percentage, shared among the National, State, Battalion and Companies.
- 4) **Donations received through Band outings** - this should really be monitored. It must be noted that Boys' Brigade Band and Boys are not **PALL BEARERS**. Therefore, in all the outings, the aim and object of the Boys' Brigade must be paramount in all manners.
- 5) **Church Grants** - many churches are much interested in giving the Boys' Brigade some funds to run their programmes. In order to get the fund, the Company through the Captain must ensure that a budget estimate is submitted to the Church authority at the moment the church is preparing for its own budget.

The Boys' Brigade budget must highlight the programmes to be done and cost implication including that for the enrolment service.

In addition, at the end of each year, the Company MUST submit its statement of income and expenditure. This is one sure way of getting the buy-in of church authorities.

- 6) **Donations** - donations are money received either during enrolment service, birthdays or visitation of Patrons and Patronesses to the Company. Donations received must be properly received and accounted for by the Company.
To exhibit trustworthiness, a letter of appreciation indicating the amount donated be written and delivered to the donor promptly.
- 7) **Incomes from sales of mementoes** - Souvenirs and other mementoes unique to the Company could be produced and sold to members and well-wishers of the Company. The souvenir could include but not limited to T-shirts, Pens, Books, drinking mugs, face caps, Special Cards for occasions;
- 8) **Running a Snacks shop within the church on Sundays** - this is another source of income. The Company Boys' Brigade leadership could approach the church for a space to sell snacks and carbonated drinks during church programmes.
- 9) **Arranging for Company Parade Nights, Band Display and Concerts** - this aspect needs careful planning and committed officers to implement. The events should be well thought out, inviting prominent

members and non-members of the church to the programme. This is a sure way of showcasing the capabilities of the company and its officers.

10) Other sources of income include running a business centre, repairing and servicing of musical instruments, purchasing and renting of projectors and screens etc.

- ♣ In all of these sources, accountability is very important. The captain must keep the Chaplain abreast on the finances of the Company while the statement of account must be audited by the Church Auditor annually.
- ♣ No officer of the Company is authorised to keep money meant for the Company in his personal account or use it for personal purposes. Without gain saying, this is fraud and must be avoided. The funds of the Company belong to the Church to which the Company is attached. Management of funds will be fully discussed in Basic three Course

RECORDS MANAGEMENT IN THE BOYS' BRIGADE

- ♣ Records management is to support an organization keep documents that are very important for easy accessibility for the operations and compliance of the organisation.
- ♣ Record Management is the act of preserving, taking care and storing of documents containing detail information about items, object and subject of event and activities as they unfold for reference purposes.
- ♣ These are documents containing information or detail of items, events and activities involving the Company as they occur.
- ♣ In the Boys' Brigade, there are several records that deal with the management of the Company. These include the attendance register of members, Company history book, financial records, inventory records, administrative files containing communication between the Company, the Battalion and State even the church and minutes of staff meetings.
- ♣ It is very important to keep the records of Boys attendance at company meetings. Also, biographical data of members of the company must be kept.
- ♣ Hence, there is the need for the management of these records, first to prevent loss of sources of information when needed and to preserve the entity of the organisation.
- ♣ In the Boys' Brigade, there are ways of managing these records it is kept and arranged according to their occurrence in sequential order.

Types of records of in a Company

- ♣ Generally, in a Boys' Brigade Company, there are three basic records. These are:

- 1) **Administrative Records** - these are records which deals with the formation, registration, day-day activities of the Company and communications both inter and intra.
- 2) **Legal Records** - which deal with the Certificate of registration of the Company, Church Constitution, Boys' Brigade Constitution, State Rules and Regulations.
- 3) **Procurements and Assets Records** - these are documents that deals with the various procurements and purchases made by the Company. Such include procurement of musical instruments, sport and activities gadgets, electronic gadgets such as Projector, Laptop etc.

However, the following are records that should be kept by any Boys' Brigade Company.

- 1) **Company Registration Certificate** - this is a vital document and as such it should be kept in a safe place. Registration document also include communications that led to the actual registration. A copy of the application form submitted should be in the file.
- 2) **Membership and Officers Appointment Cards** - this is a yearly card is presented to members at enrolment services. It contains Boys' names, company, age, rank, address and church. It also contains the company's Chaplain, Captain and signature. Ideally, each Boy should keep his own membership card after issuance at the enrolment service. However, unused card must be securely kept.
- 3) **Company Duty Book** - this is record showing the duties and responsibilities of officers and Boys for a particular period.
- 4) **Company Register** - this is a book that contains all members of the company's data e.g., names, ranks, telephone number, residential address, date of birth, means of livelihood, either work or school, name of parents and other necessary information.
- 5) **Literature Archive** - it contains available BB books and literature e.g., hymn sheets, The Company in Action, Junior Section Handbook etc. which serves at improving knowledge and training.
- 6) **Company Minutes Book** - this is a book where proceedings and decisions taken at the meetings held by the Company Staff are recorded. It must be secured for future referencing.
- 7) **Company Award Scheme Book** - this contains the information on the achievement of members of the company's e.g., names, ranks, telephone number, place of abode, age and possibly occupation i.e., work, school or business.

- 8) **Company's Anecdotal Book** - this is where member's negative and positive behaviour are recorded for referencing. The aim of this record should not be for punitive reason but for counselling.
- 9) **Company Correspondence File** - this is where all copies of company's letters (received and sent) apologies, parents notes, invitation cards (received and sent)
- 10) **Company Squad Roll Books** - they contain all names, addresses and telephone numbers of Boys in the same squad.
- 11) **Company Financial Records** - it deals with all the company's income and expenditure e.g., grants from church, donations, enrolment service proceeds, BB week etc.
- 12) **Company Assets Record** - this is where all the property owned by Companies are recorded for auditing e.g., Flags, first aid box, band equipment i.e., drums, trumpets and cymbal etc.

- ♣ To ensure that these records are well preserved, the Companies should procure a steel cabinet where the records are secured. The church could be magnanimous enough to give the Brigade a room in the church.

RECORD MANAGEMENT METHODS

- ♣ An efficient records management is required from the start of records management. The process specifies the purpose of each file/record. The cadre of officers that can access the records and where they are kept should be made known.
- ♣ For ease of retrieval, the following methods can be adopted in record management by Companies. However, it must be strictly out of bound to non-members.
- ♣ Each B.B Company should try as much as possible to keep accurate and full record of her activities, if possible, on daily basis or as the need arises.
- ♣ Concerned members of this organization should check their record on a daily, weekly, monthly, quarterly, bi-annually or annually basics as the need arises.
- ♣ The methods are:
 - 1) **Electronic Methods:** this entails the storage of record on electronic Gadgets/Media, Instruments or Machines such as Hard Wares of Computer Systems, Compact Disk, Memory Cards, Dongles (Flash Disk) and Electronic Cabinets etc.
 - 2) **Manual** -The Records stored in Note Books, File Jackets, Diaries, Papers, Carved Records on Paper, Stones & Wood, Inscriptions of events on Metals etc are regarded as Hardcopies. These measures are different from the Electronic Methods.
 - 3) **Cabinet Method:** There are different types of Cabinets, the Digital and Manual Cabinets. It comprises standalone cabinets, Wall- Cabinet etc that uses Manual way of Operation. It is opened and closed with a

combination locking system. While the Electronic Methods uses code known to the Users only.

- 4) **Storage Methods:** This method where Stores, Rooms, Warehouses and Offices are involved in keeping Records. The keys to those places are restricted to users only.

IMPORTANCE OF RECORDS MANAGEMENT

- ♣ Effective records management is important because it ensures that vital records relating to the Company are preserved very well. Therefore, the underlisted are the importance of Record Management. It
 - 1) reduces records volume and storage costs
 - 2) aids timely and effective retrieval of the records.
 - 3) provides company accountability.
 - 4) helps members in getting information on members when needed.
 - 5) aids good planning
 - 6) helps in identifying the personality of each member.
 - 7) helps in protecting information about the company, its members and relationships.
 - 8) helps in preserving knowledge
 - 9) boost morale.

CONCLUSION

- ♣ Records management is very important because it provides a Company with the proof of the Company and all its transactions.
- ♣ Records must be secured by the leadership of the Company and only the authorised members or officers should have access to the records.



LSC 107 - COMPANY AND CHURCH RELATIONSHIP COURSE RATIONALE

The BB Company as an *organization* is a group of people who work together, like an association, a charity, a union, or a corporation and has relationships with various stakeholders especially the church, parents, Boys and even the community in which the company operates.

Therefore, the focus of this unit is to expose trainees to the relationships that exists between the stakeholders and how to manage the relationships to achieve organisational goals. methods used in the BB to manage it

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know the relationship that must exist between the Church and the Company;
- create awareness on the individuals and group with which a B.B Company must relate with;
- understand the ways to co-operate with the various levels
- Acquire necessary skill for conflict identification and resolution; and
- Appreciate the influence of officers' personal relationship with God

COURSE OUTLINE

The content of this module is as follows:

- the history of the on the life of William A. Smith;
- the Metamorphosis and the formation of the BB;
- Landmark dates of the BB.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and its relevance to trainees.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainee.
- present the module using PowerPoint.

LSC 107 - COMPANY AND CHURCH RELATIONSHIP

INTRODUCTION AND CONCEPTUAL MATTERS

Introduction

- A Philosopher once said "the value of true friendship is seldom known until it is lost"
- The Boys' Brigade Company is an *organization* consisting a group of people who relates with various stakeholders especially the Church, Parents, Boys and even the Community in which the company is domiciled.
- The Constitution of the Boys' Brigade states, "*Each company shall be a part of a church or other Christian organization approved by Brigade executive*".
- The first step towards the formation and registration of any B.B company, is to obtain the approval of the sponsoring Church.
- The Constitution states further that "*the church shall nominate for the enrolment all officers of the company. All officers shall be members or adherent of a church or other church organization*".

Conceptual Matters

- According to the Oxford Learners Dictionary, the word '*relationship*' is
 - a) state of being connected either by birth or marriage;
 - b) a correspondence between two or more things or people;

- c) *links or contact; and*
- d) *a strong emotional association of individual and or groups within the frame work of a system.*

- The New Webster's Dictionary of English language defines the word *as the mutual exchange between two people or groups who have dealing with one another.*
- The Boys' Brigade regulates that officer must be aware of the relationship, that must be established in carrying out the BB work within the Church, Company, Community and between officers and Boys.
- In the Boys Brigade, there are abundance of both human capital and materials resources that are subject to change on continuous basis. Therefore, every B.B officers must strive to establish good relationship with the various stakeholders. These are the:
 - church (worship, members and other organization)
 - company (as a whole and others sector)
 - Boys
 - Parent, Patrons and Patronesses
 - Youth Service (Other Organization, Youth Officers)
 - Local Community (Neighbour, People Group)
 - Battalion Councils
 - Schools

Also,

- Fellow Officers, Instructors and Helpers
- Officer's Own Family and Home Life
- Officers Own Career
- God

Skills For Establishing Good Relationship



- Relationship building skills are a combination of soft skills that a person applies to connect with others and form positive relationship.
- Relationship skills will generally encompass a mix of different soft skills that will contribute to the way anyone interact with others.
- Officers should be able to create, develop and maintain good relationship. In order to build relationship, the following skills are required.
 - *interpersonal skills*

- *non-verbal communication skills*
- *verbal communication skills*
- *listening skills*
- *empathy*
- *emotional intelligence*
- *team-building skills*

i. **Interpersonal skills**

Interpersonal skills are people oriented. To form successful and strong relationships, officers must exhibit effective interpersonal skills. Ability to understand another person's standpoint and showing reverence when you feel it is unwarranted are signs of possessing interpersonal skills.

ii. **Good communication skills**

One of the foremost skills is having good and effective communication skills - verbal and non-verbal.

Non-verbal communication skill can have an effect on how relationships are built with stakeholders. Ability to read body language can help an officer pick other people's emotions.

However, Verbal communication skills is also vital in building strong relationships.

iii. **Listening skills**

Active listening is an essential part of communication. It encompasses making eye contact, being aware of non-verbal cues and asking questions that show you are invested in the conversation.

This shows that you care about your stakeholders' perspectives.

iv. **Responsiveness**

Responsiveness is key aspect of effective relationship. Showing compassion, the Boys, Church, Patrons and Patronesses means you seek to understand their feelings and emotions. When you actively practice responsiveness within the Company and Church, you can show fellow officers and Boys your dedication to maintaining healthy relationships.

v. **Emotional intelligence**

Emotional intelligence can be beneficial to developing healthy relationship especially among Boys. To be emotionally intelligent means that officers can observe the dynamics in the Boys and find ways to solving any conflict identified.

vi. **Team-building**

Working as part of a team will almost always require effective relationship building. Develop your teamwork skills by practicing effective communication, showing respect for others' ideas and contributing and assisting where it's needed.

How To Build Good Relationships

- Good relationships are very important especially in the Boys' Brigade. Therefore, in order to build a strong relation, officers can adopt these methods.
 1. Have a good understanding of your strength and weaknesses.
 2. Have time to develop relationship
 3. Do not assume 'I know it all position'. Ask questions and have a listening ear.
 4. Ensure to offer and know when assistance is necessary.

5. Appreciate each officer and Boy for their role.
6. Be totally committed.
7. Be available.
8. Develop trust with officers and Boys.
9. Speak well of the Company and team members.
10. Show total honesty.
11. Show respect and earn respect.

Importance Of Good Relationship

- 1) Key to positive environment in the Company.
- 2) It brings harmony and concord among Stakeholders.
- 3) It gives respect to the leadership of the organisation.
- 4) It brings trust.
- 5) It reduces chaos and acrimony.

CONCLUSION

- Relationship is beneficial to the success of the Company and brings respect to the leadership of the Company.
- It is therefore incumbent on officers no matter the position to ensure healthy relationship among the Stakeholders of the Company.

LSC 108- TIME MANAGEMENT

COURSE RATIONALE

Often time, people in an organisation fails to deliver as planned. This failure may be attributed to ineffective time management on the part of

Therefore, the main objective of module is to show trainees the importance of time management in achieving desired goals.



officers.

this

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know the meaning of time management;
- understand the importance of time management;
- acquire skills on effective time management tools and their utilization
- aim for better results through effective planning; and
- acquire skills in setting goals.

COURSE OUTLINE

The content of this module is as follows:

- concept of time management;
- importance of time management;
- skills on effective time management and their utilization; and
- managing time with goals.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and its relevance to trainees.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainee.

present the module using PowerPoint with embedded pictures of the milestones and the picture of the founder.



LSC 108S- TIME MANAGEMENT

INTRODUCTION

- An adage says "*time and tide wait for no man.*" Another Philosopher opines that 'a stitch in time saves nine'. All these sayings point to the importance of time Management.
- Time Management refers to managing time effectively so that the right time is allocated to the right activity. An individual should understand the value of time for success in all aspects of life. People who waste time are the ones who fail to manage time. However, it is difficult to take control of every single minute of the day especially when there are too many things to do.
- In the module, there are two keywords which are ***time and management.***

CONCEPT OF TIME MANAGEMENT

- Time is a particular period or part of duration, whether past, present or future. It is the measured or measurable period during which an action, process or condition exists or continues (Merriam Webster).

- On the other side, Management *is the organization and coordination of the activities of an enterprise in accordance with certain policies with the ultimate aim of achieving defined objectives.*
- It is also the process of dealing with or controlling things or people.
- Furthermore, Management is the coordination and administration of tasks to achieve a desired goal. It includes strategy to attain effectiveness.
- So, what is **Time Management**?
- The concept of time management started with Fredrick Fayol's scientific management techniques.
- Time Management refers to any of the followings:
 - ♣ *managing time effectively so that the right time is allocated to the right activity.*
 - ♣ *is the ability to allocate time to the right task in order to make effective use of it.*
 - ♣ *the process of planning and exercising conscious control of the time spent on specific activities, especially to increase effectiveness, efficiency and productivity.*
 - ♣ *making the best use of time as time is always limited.*
 - ♣ *Managing time effectively so that the right time is allocated to the right activity.*
- Time Management therefore, refers to organising time more intelligently so that the use of time becomes more effective.

EFFECTIVE TIME MANAGEMENT

- Effective Time Management is:
 - ♣ the act of allocating specific time to activities of tasks aimed at achieving goals and aspirations;
 - ♣ getting more of the important work done in a day;
 - ♣ enhancement of performance and attainment of desired goals with less effort and more effective strategies.
- From the foregoing, effective time management is all about making the best use of time as time is always limited.

Self-Reflection

- ✓ *Which activity is more important?*
- ✓ *How much time did you allocate to the activity?*

Check your assessment.

STEPS IN TIME MANAGEMENT

When thinking of effective time management, the following steps must be considered.

- a) **Have a Plan**

- ✓ plan the activities ahead of time in advance. author a target setting plan or a "task plan".
 - ✓ jot down the important activities that need to be done in a day, month or year against the time allotted to each activity.
 - ✓ top priority task should come top followed then those that can be handled at a later day.
- b) **Set goals**
- ✓ working without goals would amount to a situation where the captain of the ship loses his way in the sea.
 - ✓ set targets and make sure they are smart, measurable, achievable, realistic and timely (**SMART**).
 - ✓ do not just set goals without thinking thoroughly.
- c) **Set Timelines**
- ✓ set time limit for the completion of the task or activity;
 - ✓ do not wait until the very end; and
 - ✓ learn to take ownership of work.
- d) **Delegation of responsibilities**
- ✓ don't do everything on your own and avoid running a one man show. involve other people;
 - ✓ delegate responsibilities as per interest and specialization of employees for them to finish tasks within deadlines.
- e) **Arranging activities in order of importance**
- ✓ rank the tasks in order of importance.
 - ✓ classify which tasks should be done immediately, which should be done within a month and so on.
 - ✓ activity(ies) which are most important should be done earlier.
- f) **Devoting the right time on the right activity -**
- ✓ spending the right time on right activity
 - ✓ develop the habit of doing the right thing at the right time.
 - ✓ work done at the wrong time is not of use.



IMPORTANCE OF TIME MANAGEMENT

Time Management plays an important role in an organisation and in individual's personal lives by guiding in the decision making. The importance of effective time management is numerous.

♣ **It helps in meeting deadlines**

Earmarking a predetermined period to tasks help in delivering tasks on time. It also helps in managing job workloads in the most effective way.

♣ **Provides a high quality of work**

With the proper utilization of time, one can easily provide a better quality of work. Prioritization helps us focus on important tasks by keeping them in the highest priority which enables you to work on them with full attention and focus.

♣ **More output and effectiveness**

Effective time Management makes an individual to be produce more and become effective. Your overall productivity often goes for a toss when you're working on unimportant tasks but effective time management skills let you tick off tasks that are both important and urgent on time.

♣ **It removes procrastination**

Lack of good time management skills encourages "*I will do it later*" syndrome. Applying good time management behaviors enable you as a on officer and individual to work smarter rather than harder.

♣ **It reduces Stress**

There are times when we feel overwhelmed due to too much work. Usually some of the stress comes from '*I want to do it by myself*'. This will only hamper one's productivity and effectiveness, but also take its toll on your health. Good time management skills will help reduce stress and anxiety.

EFFECTIVE TIME MANAGEMENT SKILLS

- Time Management not only helps individuals to make the best use of time but also ensures successful accomplishment of tasks within the stipulated time.
- People who do not value time fail to make a mark and are never taken seriously. Highlighted below are basic skills for effective Time Management:

♣ **Be Organised**

- The work table must be kept clean and organized.
- Keeping important files and documents organized helps you retrieve them immediately and thus saves time which goes on unnecessary searching. Staple important documents together. Throw into the trash bin whatever you do not need.
- Plan your day well in advance. Never write on loose papers. Keep a notepad and pen handy.

♣ **Acquire skills on how to prioritize**

- Set your priorities. Do not work just for the sake of working.
- Prepare a "Task Plan" or a "To Do" List the moment you settle down for work. Jot down all the activities you wish to do in a single day as per importance and urgency.
- High priority tasks must be attended to immediately. Do not start your day with something which does not require your immediate attention.
- Tick off completed tasks. It gives you a sense of relief and satisfaction.

♣ **Be prompt and meticulous**

- Promptness helps one complete tasks way ahead of deadline.
- Make sure you are there before your actual time.
- Do not keep assignments pending and wait for the last minute.

♣ **Take Ownership of work**

- Do not work only when people will see you. The dedication must come from within.
- Be responsible for your work and learn to accept your mistakes.
- If you have accepted something, then it becomes your responsibility to complete it within the allotted time slot.

♣ **More Focused**

- Be a little focused and concentrate on work. Do not waste time by loitering and gossiping around.
- Do not take long personal calls at work. Finish off work and leave for the day on time. You will have ample time to catch up with your friends or log on to social networking sites. Playing games while you are at work is something which is not expected out of a professional.

♣ **Be reasonable**

- No individual can work for the whole day. Do include some time in your daily schedule to speak to your team member sitting next to you.
- Do not over burden yourself.

CONCLUSION

- Effective time management skills can have a positive impact on your work and life in general.
- When you learn to take control of your time daily, you improve your ability to get things done, make better decisions and most importantly, gain ultimate control of your key priorities.

LSC 109 - DRILLS (ELEMENTARY/SQUAD DRILL)

COURSE RATIONALE

Drill is an activity that practices a particular skill and often involves repeating the same thing several times. It is also to train or exercise in military perfecting a skill or procedure.

The aim of this module is to expose trainees to purpose, place and effect of drill in the Boys' Brigade . It is therefore expected that trainees would have a better appreciation of why drill is important to the BOYS' BRIGADE

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know purpose, place and effect of drill in the Boys' Brigade ,
- know the Result of Drill;
- acquire necessary practical skills to train Boys elementary drill within the Company;

COURSE OUTLINE

The contents of this module are as follows:

- Concept, purpose, place and effect of drill in the Boys' Brigade ,
- The Result of Drill;
- Elementary Drill in the Boys' Brigade - word of command, positioning, saluting etc.
- Squad Drill
- Practicum.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, the course is psycho-motive hence practical knowledge must be tested

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- must engage trainees more in practice than theory.
- answer questions from trainee. In this regard, Drill Instructor(s) must show tolerance and perseverance during practical sessions.
- should use Practical and demonstration methods in delivering this module hence, the Facilitator should create space for the module except where the weather is unfavorable.
- read and interpretes correctly commands, instructions and directives in the BOYS' BRIGADE Drill Book.

LSC 109 DRILLS (ELEMENTARY/SQUAD DRILL)

INTRODUCTION

- ♣ Drill is an activity that practices a particular skill and often involves repeating the same thing several times. It is also to train or exercise in military perfecting a skill or procedure.
- ♣ Drill means a physical activity involving formal movement which produces obedience, smartness, discipline, self-control, team work and self-reliance.
- ♣ Drill is an act of training in marching and executing prescribed movements. It is also aimed at perfection by regular practice.
- ♣ It is important that the real aim of drill should be realised by trainees and that drill is not an end, but together with other Boys' Brigade Methods. It is a very vital way of furthering the object of the Boys' Brigade.
- ♣ Elementary drill is a form of drill given to new trainees. It helps to promote their interest in the BOYS' BRIGADE and it emphasises figure marching, words of command and drill movement.
- ♣ It should be noted that the Boys' Brigade discipline is founded in drill. Therefore, it is very important that officers must understand the place and value of drill in the Boys' Brigade.

RESULTS OF DRILL

It has been substantiated that a Company which is good at drill is effective at most other things. The result can be felt in all Company activities, the result can also be seen in other activities.

The results of Drill are:

A. Promotion of the object of Boys' Brigade

1) *Obedience and Discipline*

These are the fulcrum of the object of the Boys' Brigade It is important in the training of Boys.

2) *Self-Respect*

It is necessary. It is promoted by the drill and the uniform of the organisation.

3) **Self-Control**

The Boy is assisted to become an expert in his own eyes through the mind, body and spirit. It trains the Boys to be self-controlled and focused.

4) **Physical development**

Drill becomes a valuable help in promoting physical responsiveness, good posture and straight bearing. It helps the Boys to stand uprightly and move smartly.

5) **Discipline** - Drill imbues discipline in the Boy.

B. Promotion of Leadership Qualities.

Drill provides an opportunity for the Boys to develop their leadership skill and qualities.

C. Promotion of Teamwork

Drill helps to create bonding among the Boys and create teamwork. In drill, a Boy will not be satisfied except he has put in his best for his squad or Company.

The effect of drill

- ♣ Drill become attractive to the Boy when carried out very well. The Boy will find pleasure and will be prepared to do more.

The place of drill

- ♣ The quality and the ability of the Drill Instructor in the Company will promote all the object of the Boys' Brigade

BASIC FOUNDATION OF DRILL

- ♣ There are two types of Basic foundation of Drill, namely:

- ❖ **Formation**

The particular arrangement of the Boys in the squad; and

- ❖ **Direction**

The way each squad is facing.

Squad drill

It is a group of persons formed for the purpose of instruction, discipline, control and order. It usually consists of not less than eight Boys and not more than twelve Boys under the direction of a Squad Leader. The formation is a single rank or line, or a single file or column

TYPES OF FORMATION

- ♣ **Squad In line**

Three ranks of Boys; one behind the other in a front, centre and rear ranks respectively with a pace interval or distance.

♣ **Squad In Column of Threes**

It's a squad in line turned to a flank. Flank is either a right or left turn.

♣ **Direction**

- Squad will advance.
- Squad will retire.
- Squad will move to the right.
- Squad will move to the left.

♣ **Relationship**

- Maintain formation and maintain direction.
- Maintain formation and change direction.
- Change formation and maintain direction. (It usually comes from the Change formation and change direction.
- column of threes to squad in line and to maintain direction).

WORDS OF COMMAND

Good drill is impossible unless clear and unambiguous words of command are given by the drill officer. Basically, a word of command consists two parts which are:

- ❖ **Caution** - This, communicates exactly what the Boys/ officers should to do. This should be deliberate and distinct.

- ❖ **Executive**

It communicates when to do it. This should be given in a short and sharp tone to elicit immediate response. The only exception to this is the word of command for the right and left wheel. This is so because of the continuous movement and the executive is elongated.

For example- Caution	Executive
Right-	turn
Atten-	shun
Squad-	halt
For-	ward
Dis-	Miss

However, Drill officers should avoid using use words that have command that have cautionary word e.g., Squad- stand-at ease

TIMING OF A COMMAND

- ♣ Drill officers must allow enough pause between the end of the caution and the executive. When giving command in quick time, one pace in quick time must be allowed while in slow time, one pace in slow time must be granted.
- ♣ Also, one pace must be allowed before giving the executive part of the command while on the march. Quick time equals 120 paces at 60 seconds while in slow time sixty (60) paces at sixty (60) seconds should also be given.

COMMAND ON THE MARCH

- ♣ All command should be given on the correct foot to always allow a check pace (or an extra pace) by the Boys through the other foot and actualize the command with the correct foot. i.e., the same foot that receive the command

TEACHING OF DRILL

It should be noted that when drill is well taught, it becomes an excellent tool in achieving the object of the Boys' Brigade.

To achieve this, Instructors must develop appropriate qualities in leadership, tolerance and perseverance. The instructor, must also be ready to explain as often as possible.

In addition, Instructors must note the following.

1. Drill must be made interesting and attractive to the Boys.
2. The instructor must be fully prepared and never leave anything to chance.
3. The instructor must appear very smart and agile.
4. The Drill Instructor must read and understand the drill book and exhibit confidence to impart knowledge
5. The instructor himself or herself must learn and relearn.
6. The instructor must convince himself /herself of the value and place of drill in the BB.
7. The instructor must show great enthusiasm and make drill progressive.
8. The instructor must be sympathetic and understand the view point of the Boys.
9. Furthermore, the Drill instructor MUST keep this in focus



CLARIFICATIONS FOR DRILL INSTRUCTORS

- It is very instructive for Instructors of Drill to know that drill will be well taught and explained when both the officers and Boys work together to achieve a required and acceptable bench mark.
- To achieve the standard, Instructors MUST exhibit good leadership qualities.
- Instructors should also train Boys effectively and seize every opportunity to teach the Boys effective techniques from other Instructors.

REQUIRED LEARNING AIDS

- Teaching and learning are made effective and interesting through the use of a range of learning aids – visuals and demonstration. However, the Instructor for the session will determine the type of learning aid required for a particular aspect of the drill.
- The following learning aids will assist in drill instructions:
 - 1) Whiteboard and Water based marker – this is used to outline and the position of each squad.
 - 2) Reflective Cones – used in marking out the turning points when teaching drill.
 - 3) Flannel Board with coloured pieces of cards used to outline details on the squads.
 - 4) Pegs used to indicate the position of individual position of the Boys.
 - 5) Other items such as coloured empty bottles of carbonated water (carbonated drinks), shoes, boxes, flags, white paint.
 - 6) Films showing squad drills and other types of drill should be procured and kept for the Boys to watch when teaching drill.

CONCLUSION

Drill is a key factor to the success of any company. Usually, opening formalities must consist elementary drill involving the Fall-in, roll call and inspection of the Boys. Officers in a Company must see drill as one of the essential methods in the Boys' Brigade.

Furthermore, drill should be done in consonance to the Boys' Brigade Drill Book as contained in pages 5 to 30.

SUGGESTED FURTHER READINGS

1. The Boys' Brigade Drill Book (2017)
2. Manual for the Use of Officers (1971), Brigade House, Pearsons Green, London



BASIC 2 JUNIOR SECTION ADMINISTRATION

Commented [OH1]:

JUNIOR SECTION ADMINISTRATION

GENERAL PREVIEW

The second level of the training for officers is carefully designed for officers to have a good working knowledge and understanding of the workings of the Junior Section of the Boys' Brigade.

Without gainsaying, the Junior Section is pivotal to the achievement of the goals of the Boys' Brigade which is to advance the kingdom of Christ among Boys. When Boys are nurtured properly in the way of the Boys' Brigade, it will arouse their interest and enthusiasm in the Boys' Brigade.

Therefore, the aim at this level is to ensure that trainees are equipped with the right skills and competencies to lead, administer and work with the Junior Section Boys.

REQUIREMENTS FOR FACILITATORS

Facilitators of this module must be working or must have worked with the Boys at this level in the Company, Battalion or the State. In addition to being a certified trainer, it is expected that Facilitators will put to bear their experiences of working with this group of members.

Facilitators should note that training methodologies for trainees should be a combination of experiential, role plays, play and case studies. Facilitators should not engage in **teaching** rather they are to lead the module with **Montessori** method.

COURSE OUTLINE AND CODES

S/N	COURSE CODE	COURSE NAME
1	LSC 201	History of the Junior Section and Administration
2	LSC 202	The Junior Section Boy
3	LSC 203	Programme Planning for the Junior Section
4	LSC 204	Worship in the Junior Section
5	LSC 205	Junior Section Group Work
6	LSC 206	Activities and Events in the Junior Section
7	LSC 207	Achievement and Badges Awards
8	LSC 208	Figure Marching
9	LCS 209	Child Psychology



COURSE TITLE: LSC201
THE HISTORY OF THE
JUNIOR SECTION
AND ADMINISTRATION

COURSE RATIONALE

Junior Section in the Boys' Brigade is a key Section of Boys. It is the second group in the organisation with Boys within the age bracket of 8 to 11 years old. This set of Boys are exposed to a variety of activities and games that connects to their experiences while they were in Anchor Boys and looking up to becoming a Company Section Boy.

LEARNING OUTCOMES

It is expected that at the end of the module, participants will be able to:

- know the history and metamorphosis of the Junior Section of the Boys' Brigade
- uniform of the Junior Section of the BB; and
- how to administer the Junior Section of the BB.

COURSE OUTLINE

The contents of this module are:

- the history of the junior section of the Boys' Brigade
- the metamorphosis and the uniform of the junior section.

ASSESSMENT REQUIREMENTS

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and purposes of the Junior Section.
- use verbal signals during the delivery of the course.
- Use storytelling, play methods and roleplay in the delivery of the modules
- answer questions bothering the trainee.
- present the module using PowerPoint and make the module more interactive with the trainees.
-

COURSE TITLE: LSC 201 – THE HISTORY OF THE JUNIOR SECTION AND ADMINISTRATION

INTRODUCTION

- Sir William Alexander Smith founded The Boys' Brigade on the 4th October 1883. His primary purpose was to take the Boys off the street and transforming them into useful vessels. His target age bracket were Boys between the ages of 12 and 17 with a standard height of "probably 4'6".
- Conversely, in 1899, Reverend Dr. John Brown Paton, founded the Boys' Life Brigade with the approval of the National Sunday School Union for Boys less than twelve years old. The objective of establishing this group was to train and instruct the Boys in saving lives from accidents, with its motto as 'to save life' and "Red Cross" as its logo.
- In order to present a formidable organisation, in 1914, an attempt was made to unite the Boys' Brigade and Boys Life Brigade. Unfortunately, the Council of the Boys' Life Brigade rebuffed the idea due to the use of dummy rifles in the Boys' Brigade and the association of some Boys' Brigade Companies with military cadet.
- The junior Section is aimed at nurturing and developing Christian character, values and leadership qualities in each Boy.

THE METAMORPHOSIS OF THE JUNIOR SECTION

- Junior Section in the Boys' Brigade is a key Section of Boys and It is the second group in the organisation with Boys within the age bracket of 8 to 11 years old. This set of Boys are exposed to a variety of activities and games that connects to their experiences while they were in Anchor Boys and looking up to becoming a Company Section Boy.
- In 1917, two BB men, F.C Carey Longmore, Captain of the 1st Warley Company and Douglas Pearson Smith, the second son of the founder, proposed a properly organized new movement for the younger Boys, with its own uniform, title and training. It was known as The Boy Reserves. Its intention was to serve as a feeder group to The Boys' Brigade.
- However, on October 1, 1926, the Boy Reserves amalgamated with the Boys' Life Brigade (BLB) and adopted the name "the Life Boys for Boys within the age of 8-11. This new name remained until 1966 when the name was changed to 'The Junior Section' on the recommendation of Haynes Committee which recommended that the Life Boys' Brigade be brought completely into The Boys' Brigade. The meeting held at Edinburgh in 1966.
- In 1982, Boys that were below the age of 8 years were admitted into the organisation to form Pre-Junior Section which was named as the 'Anchor Boys'.

ADMINISTRATION OF THE JUNIOR SECTION

- Loosely, administration is the act or process of administering something or a business or an organisation.
- According to:

- ✓ **Gladden, E.S.** administration means to care for or look after people, to manage affairs management.
- ✓ **Marx, F.M.** administration is a determined action taken in pursuit of a conscious purpose. It is the systematic ordering of affairs and the calculated use of resources aimed at making those things happen which one wants to happen and foretelling everything to the company.
- ✓ **Luther Gullick** sees administration as something to do with getting things done; with the accomplishment of defined objectives.
- Therefore, administration is a method of tending to or managing the affairs of some groups of people especially the group's business.
- In view of the above definitions, the Junior Section is for Boys between the ages of 8-11years old. Hence, this group of members must be administered accordingly taking into cognisance their frailty.
- In order to administer the section, the Section is divided into a number of Groups, with each group consisting between 6-8 Boys.
- An officer is placed to be in charge of a group. Groups are given names such as Lion, tiger, Red, Yellow, Green etc., which are sometimes changed each year. Each group is expected to have its own group corner. If indoor it can be a circle of chairs, if outdoor, it can be under a tree.
- Other innovative and imaginative names are also used.
- Before the meeting of the section, the Boys should meet in their group corner with their officers who take the attendance, inspect the Boys (uniform and neatness) and collects membership subscriptions before the opening worship.
- It is very pertinent to note that while addressing a Junior Section Boy, his should be called by his full names e.g., *Chigozie Adamu Oluwatuyi*.
- Although there are no ranks in the Junior Section however, for leadership, older Boys can be appointed as the Leading Boy(s).
- The Leading Boys are Junior Section Boys with lanyards. This is to acknowledge them as Boys with extra responsibility. This may include using them as markers on parade. The lanyard should ONLY be for the Leading Boys.
- In addition, any of the Boys can be nominated to serve as the flag Boy to hoist and lower flags. Also, the Company can appoint Boys to other roles to assist in the operations of the Company. This will boost the self-esteem and development of the Boy.
- Officers handling this group of Boys MUST
 - ✓ be effective with the activities;
 - ✓ show empathy towards the Boys;
 - ✓ be loco-parentis;
 - ✓ be trustworthy; and
 - ✓ patient with the Boys.

Responsibilities of Officers of the Junior Section

- Officers serving in the Junior Section are regarded as the Administrators. They are to ensure that the Section runs smoothly and manage all resources and facilities. The responsibilities of officers handling the Junior Section includes:

- ✓ planning, coordinating and execution of programmes for the Section. In doing this, due attention must be paid to ensure that the programmes are in agreement with BB Methods. The activities must be fun-filled and educative. It should be noted that the aim should be for the nurturing of Christian values according to the talents and gifts of the Boys.
 - ✓ helping to shape and uphold the vision of the BBN-LSC;
 - ✓ having accurate records of the Section's money and never use it as his/her own;
 - ✓ counselling and guiding the Boys when the need arises;
 - ✓ recruitment of Boys into the Section;
 - ✓ willingness to spend time preparing what he/she will teach the Boys;
 - ✓ having records of all the Boys achievement and Badge awards
 - ✓ resolve conflicts among the Boys;
 - ✓ interface with parents and the company; and
 - ✓ setting a good example for the Boys to emulate.
- In order to ensure the smooth administration of the Section, Officers of the ranks of a Lieutenant, Warrants Officers and Staff Sergeants may be appointed to work with the Boys. However, one of the officers will be Officer-In –Charge. The officer in Charge must have good Christian character and must be sure that he/she has been called by God to do the work among young Boys.
 - Aside all the above, officers handling the Section must also consider associated hazards when implementing a programme or doing an activity. This is very important in mitigating issues that may arise during activities. For example, during a physical activity like playing football, officers must provide adequate First Aid facility that could be used in case of any injury and if the case need further attention, the officers must do well to inform the parents immediately.

Hazard Management

- There is the need for officers to have knowledge of Hazard Management
- Activities of the Company that will involve taking the Boys out of the Church or their parents' homes must have the approval of the Church's Governing Body.
- in order to hazard management, the best protection for the young people in their care must be ensured. There is no excuse for ignorance of regulations, inadequate assessment of hazards (e.g., the venue was suitable and all hazards minimised), safety precautions (e.g., ensuring all were adequately equipped for the activity and the circumstances of the event).
- Officers should not assume to know what is wrong with the Boy.

The Junior Section Uniform

The Junior Section Uniform include:

- ***Shirt and Shorts***
 - ✓ Navy blue shorts (knickers) above the knee;
 - ✓ sky blue short sleeved shirt with one breast pocket and a BB Emblem (pocket badge) sewn on it;
- ***Beret***
 - ✓ dark Navy-blue beret with BB ribbon sewn on it;

- **Footwears**
 - ✓ a pair of Black Shoes or white canvass
 - ✓ plain white socks;
- white lanyard for Leading Boy (s) ONLY.

Transition to the Company Section

- As soon as the Boys enter their last few weeks of being in the Junior Section, the Company should begin activities that will assist them transit to the Company Section. This change can be big for some of them while a few others may be prepared for the transition

Conclusion

It is to be noted here that no Company can exist without the Junior Section. Not all Companies will have a Senior Section but all Companies must have a Junior Section. The Junior Section Boys are at the very early age of their lives, so they should be treated with care and should not be bored with tedious and stressful activities (so their own meetings should be separated from Company or Senior Sections of the Company).

Simulation Questions

1. List and explain the responsibilities of an officer handling the Junior Section in the Boys' Brigade .
2. Explain the metamorphosis of the Junior Section.
3. Discuss the concept of the Administration of the Junior Section of the Boys' Brigade .



COURSE TITLE: LSC 202 – THE JUNIOR SECTION BOY

COURSE RATIONALE

The 'Boy' is the focus of the Boys' Brigade Ministry. The BB was started to work with the Boys with the aim of nurturing them in the way of the Lord for Boys within the age bracket of 8 to 11 years old. So, the question that should agitate one's mind is 'who is a Boy in the Boys Brigade?'

LEARNING OUTCOMES

At the end of the training, participants will be able to:

- define who a Boy is in the context of the Boys Brigade;
- know the characteristics of the Boy;
- determine what to do with the Boy; and
- how to relate to the Boy.
-

COURSE OUTLINE

The content of this course is as follows:

- introduction to the concept of the Boy;
- conceptual meaning of the Boy in the BB;
- characteristics of the Boy;
- how to relate to the Boy; and
- conclusion.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATOR

He or She should be able to:

- relate the concept of the Boy to the individual participant;
- show the importance of the Boy to the sustainability and growth of the Junior Section;
- use both qualitative and pictorial communication skills during the delivery of the course.
- answer questions bothering the trainee.
- present the course using PowerPoint with embedded pictures of the milestones and the picture of the founder.

COURSE TITLE: LSC202 – THE JUNIOR SECTION BOY

INTRODUCTION

- The 'Boy' is the focus of the Boys' Brigade Ministry. The BB was started to work with the Boys with the aim of nurturing them in the way of the Lord for Boys within the age bracket of 8 to 11 years old. So, the question that should agitate one's mind is 'who is a Boy in the Boys Brigade?'
- Wikipedia says a Boy is a young male human from birth to manhood. However, a feature of such a man is the fact that the Boy is regarded as 'immature or inexperienced.'
- The Junior Section is aimed at nurturing and developing Christian character, values and leadership qualities in each Boy.

WHO IS A BOY IN THE BB?

- A Boy is the younger male gender, who is a member of the found in the Boys' Brigade Nigeria. The concept of the Boy is majorly used in the Junior Section.
- The Boy is playful but learns through various medium and other activities like games or anything that is competitive. He is always lively when in the midst of his group.
- When a Boy joins as Company of the BOYS' BRIGADE as a member within the age of 8 to 11 years, he joins the Junior Section.

CHARACTERISTICS OF THE BOY

Boys typically exhibits the following characteristics which makes the male child unique. These are: He

- is restless – playful- interested in everything around him. He is exuberant;
- wants to do things for himself (take his bath, brush his teeth, etc) believing he can do it by himself;
- hero worships- he has excessive admiration for an individual, respect opinions and listens to what the leader says;
- enjoys doing things with his friends – wants independence;
- likes collecting and making things – loves exploring his environment;
- changes from doing one thing to another quickly;
- can multi task;
- is interested in things around
- is imaginative, he has many ideas of his own – very creative in his thinking
- is competitive;
- learns easily with the use of teaching aids;
- Is emotionally intelligent;
- Is honest, compassionate and contented; and
- Is humble

RELATIONSHIP WITH THE JUNIOR BOY

- Relationship is a way or manner in which two or more people are connected with the purpose of association or family. It is a way in which two or more people spend time together.
- Relationship could also be seen as a way in which two or more people behave and are involved with each other.
- In view of the mission of the BB in working with the Boy, a Junior Section officer must develop the necessary skills to relate with the Boy for the purpose of achieving the aim of the BB.
- A Boy is typically naïve and inexperienced. Therefore, in order to relate to the Boy, the officer must assume the position of a 'parent'. – *loco parentis*.
- In order to have a good relationship, the officer must have a measure of knowledge of child development and their characteristics knowledge in child counselling and guidance, in order to create a lasting impact.
- Relating with the Boy requires a great deal of tolerance, sympathy, empathy, perseverance and positive attitude to the children.
- Therefore, Officers relating to the Boy must:
 - ✓ develop interest in the world around him;
 - ✓ be caring, attentive and supportive;
 - ✓ be time-conscious – keep to time allotted to an activity to avoid them boredom/losing interest;
 - ✓ encourage the Boy to put in his best not only for his benefit but considering others;
 - ✓ encourage his competitive spirit in the types of game played;
 - ✓ encourage his interest in collecting and making things;
 - ✓ correct in love (a friendly manner), not by snubbing them;
 - ✓ be disciplined so as to be able to inculcate discipline in the Boy.
- In addition, the teaching of obedience, discipline, reverence and self-respect shall be paramount.

CONCLUSION

- The Boy is of utmost importance to the survival of any Company.
- The Boys will keep coming to join the company provided they have something new to learn every time they come for meetings and they are allowed to express themselves without fear.



COURSE TITLE:
**LSC203 – PROGRAMME PLANNING
FOR THE JUNIOR SECTION**

COURSE RATIONALE

Considering the nature of the Boy, there is the need to plan and execute programmes that will interest, educate the Boy to make him socially and psychologically relevant.

Good programme planning and implementation will engender good participation.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- what programme planning is;
- acquire skills in programme planning and execution
- factors to consider in planning Junior Section Programme
- plan a programme for Junior Section.

COURSE OUTLINE

The content of this course is as follows:

- the meaning of programme planning for the Junior Section;
- importance of programme planning for the Junior section;
- factors to be considered in planning programme for the Junior Section
- conclusion.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATORS

He or She should be able to:

- relate the concept of the Boy to the individual participant;
- show the importance of the Boy to the sustainability and growth of the Junior Section;
- use both qualitative and pictorial communication skills during the delivery of the course.
- answer questions bothering the trainee.
- present the course using PowerPoint with embedded pictures of the milestones and the picture of the founder.

COURSE TITLE: LSC203 – PROGRAMME PLANNING FOR THE JUNIOR SECTION

INTRODUCTION

- In an organisation, planning is the primary responsibility of leaders within the organisation. It involves deciding of future course of action. Thus, planning logically precedes the execution of all managerial functions.
- Planning is the process of deciding in advance what is to be done, where, how and by whom it is to be done.
- Programme planning development is an on-going dynamic process that organisations intuitively follow as they plan, implement and evaluate their programmes.
- One of the most important things is planning ahead and putting time into the programme.
- The process is not confined to a particular planning cycle. It is applied on a Company basis and it defines the focus of such an organisation and defines a plan of action for a period.
- The Boys' Brigade accentuates the import of program planning due to its capability to encourage maximization of the potentials of the Boy. Therefore, there is the need to envisioned a good programme for the members of the Junior Section.
- To achieve its purpose, there is the need for a well-planned programme within a time frame either bimonthly, quarterly or biannual.
- It is very important to note that good programme planning and implementation will engender good participation.

THE MEANING OF PROGRAMME PLANNING

- To have a good programme, it is necessary to know what programme planning is all about.
- Program planning is the process by which a program is envisioned and implemented to achieve the desired result.
- Program planning is a deliberate and collaborative process involving changes which are brought together to engage a group of people by utilizing and applying valid knowledge.
- Program planning involves multiple steps including the identification of a problem, selection of desired outcomes, evaluation of available resources, implementation, and evaluation of the program.
- Program planning is sometimes called program design or program design planning.

IMPORTANCE OF PROGRAMME PLANNING

- In the Boys' Brigade, a key factor in arousing the interest of the Boys is through the planning of a programme ahead and putting time into planning and executing the programme will bring with it so many positive results.
- Program planning is important for any efficient attempt to achieve desired goals. The use of planning is to discover and prepare the way for action that should be taken.
- In recognition of the importance of programme planning, all interested groups must be brought together to help in shaping the programme and ensure everyone is fully involved.
- The views of the beneficiaries must also be sought. Part of this involves spending time reviewing what you have done previously and learning from what went well and what did not.

FACTORS TO CONSIDER WHEN PLANNING PROGRAMME FOR THE JUNIOR SECTION





- To have a purposeful programme for the Junior Section, the following factors should be considered:
 - ✓ to encourage the interest of the Boy in the world around him through activities such as recognition of flowers, animals, birds etc.;
 - ✓ to encourage the Boys' competitive spirit in the types of game played;
 - ✓ to encourage the Boys to do his best not only for his satisfaction but for his group and the section at large (Team spirit);
 - ✓ have games and activities for enjoyment;
 - ✓ timing of the programme should be considered. Too short a time for an activity may not achieve its purpose while too long a time will bring boredom. Hence, there must be effective time management. between 30 – 35 minutes;
 - ✓ ensure to plan varieties of programme.
- Furthermore, the four cardinal points of the Boys Brigade Programme must come into play. These are:

✓ Spiritual	-	Story telling of bible passages
✓ Educational	-	Spellings and Dictations
✓ Social/Service	-	Learning communication skills
✓ Physical	-	Games
- It should be noted that for every programme or activity planned for the Section, the aim and outcomes must be clearly spelt out to the Boys. This will arouse their interest and active participation. Also, Officers in the Junior Section must initiate a recognition process and this should reflect in the performance report of participants.

Below is a template for Monthly Activities for the Junior Section

Junior Section Programme for a Month

DATE	WEEK	ACTIVITY	DURATION	TIME	COORDINATOR	VENUE
01/06	1	Bible Study – Jonah & Big Fish	30 minutes	4:00p.m to 4.30 p.m.	Sis Yetunde	Children's Chapel
08/06	2	My Environment	30 Minutes	4:00p.m to 4:30pm	Bro. Tope	Church Compound
15/06	3	B.B Prayer	30 Minutes	4:00p.m to 4:30p.m	Sis Yetunde	Church Auditorium
22/06	4	Simple Drill	35 Minutes	4:00p.m to 4:35p.m	Bro. Tope	Church Compound

						
	GET ACTIVE	GET INTO THE BIBLE	GET CREATIVE	GET LEARNING	GET ADVENTUROUS	GET INVOLVED
AIM	Activities which get children moving, through games and sports and activities that promote good physical, mental and emotional wellbeing.	Activities which enable children to explore and experience the Christian Faith and express beliefs and attitudes.	Activities which encourage children to express themselves through crafts and the arts.	Activities which encourage children to gain knowledge and develop skills and problem-solving abilities which support them to make good life choices.	Activities which challenge children to step out of their comfort zone or take them beyond the normal meeting place.	Activities which encourage children to get involved in social action, both locally and globally and prepare them to be active citizens.
THEMES	<ul style="list-style-type: none"> • Playing Games • Playing Sport • Keeping Fit • Working as a Team • Me & my Wellbeing 	<ul style="list-style-type: none"> • My Bible Adventure • Prayer • Celebrating • Developing my Faith • Understanding Christian Values 	<ul style="list-style-type: none"> • Singing, Acting and Dancing • Arty & Crafty • In the Kitchen • Playing & Making Music 	<ul style="list-style-type: none"> • Me and my World • STEM (Science, Tech, Engineering & Maths) • My Skills for Life • Understanding Culture & Tradition • Staying Safe • Problem Solving 	<ul style="list-style-type: none"> • My Survival Skills • Exploring the world around me • Adventure Activities • Visits & Trip 	<ul style="list-style-type: none"> • Protecting our World • Shaping our World • Helping Others
ACTIVITY EXAMPLES	<ul style="list-style-type: none"> • Playing Team Games • A Healthy Heart • Playing Dodgeball • Catching & Throwing Skills 	<ul style="list-style-type: none"> • Telling a Puppet • Bible Story • Sing a Christian Song • Write a Prayer • Creating a Harvest Collage 	<ul style="list-style-type: none"> • Junk Sculptures • Making Chocolate Nutella Brownies • Origami • Writing a song 	<ul style="list-style-type: none"> • Learn to Tie shoe laces • What to do in an emergency • Building a wooden Bird Box (DIY Skills) • Experimenting with Science 	<ul style="list-style-type: none"> • Scavenger Hunt • Stargazing • Geocaching • Shelter Building • Kayaking • Visiting a Farm 	<ul style="list-style-type: none"> • Raising money • Meet your local MP • Planting a tree • Fairtrade

CONCLUSION

- Junior Section should be given adequate attention. The programmes for the Section are fun- filled and variety in nature.
- Officers in Charge of the Section should endeavour to handle the Boys with every love and care.

COURSE TITLE: LSC 204 WORSHIP IN THE JUNIOR SECTION

COURSE RATIONALE

Worship is the giving of oneself, our thoughts and our emotions to God's use.

This is an act where Boys are taught how to reference God and to serve Him and Him alone.

It is therefore the focus of this module is to teach the Juniors on worship at their level.



LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know the meaning of worship in the junior section;
- know the purpose of worship as a member of the junior section;
- lead prayer meetings

COURSE OUTLINE

The content of this course is as follows:

- Meaning of worship in the Junior Section
- characteristics of the Boy;
- how to relate to the Boy; and
- conclusion.
-

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATORS

He or She should be able to:

- know that this module should be more practical oriented than theory. Hence, in planning adequate time should be allotted for effective training.
- Give group assignments on the module that would be used for assessment.

LSC 204 - WORSHIP IN THE JUNIOR SECTION



INTRODUCTION

- ♣ Worship is the moment to show great honour and respect / praise to the creator i.e., God and as well as prayer.
- ♣ It is a reverence offered to a divine being or supernatural power also: an act of expressing such reverence and an extravagant respect or admiration for or devotion to an object of esteem worship.
- ♣ Biblically, **Worship is the giving of our entire self, our thoughts and our emotions, to God's use.** All of life is an act of submission, an act of worship.
- ♣ Our service to God is not cantered on a time or the time spent at the Boys' Brigade meetings, **but is done whenever and wherever we are, because we are the temple of God.**
- ♣ In the Boys' Brigade, Junior Section worship involves giving reference to God through acts of obedience as enshrined in the object of the Junior Section. This is one of the elements of Boys' Brigade - Spiritual.
- ♣ This is aimed at making the Boys to worship God through songs, Hymns, rhymes, poems, choruses and recitation from the Bible.
- ♣ Boys are more excited when they learn new songs or playing an object that gives harmonious sounds, in which they talents are displayed and it gives them a sense of belonging.
- ♣ In addition, it is to assist the Boys to feel part of the church community worship, by interest and support of the home church.

HOW A JUNIOR BOY CAN SPEND TIME WITH GOD

- 1) Start your day with him - when a Boy wakes up, he should spend some time praying to God and asking God for direction.
- 2) Pray intentionally - during the moment of morning and evening devotions, the Boy should pray with good intentions.
- 3) Write down things you are thankful for.
- 4) Notice your complaints and turn them into praise.
- 5) Enjoy God's creation.

- 6) Love others.
- 7) Love yourself.

CHARACTERISTICS OF JUNIOR SECTION MUSIC

The music should

1. be easy to learn
2. not be too technical that will switch-off the interest of the Boys; and
3. rhythmic.

TEACHING HYMNS, SONGS AND POEMS THE JUNIOR SECTION

1. Officers should sing, teach or ask Boys to sing new songs and also familiar songs which they enjoy.
2. A new song can be taught and learned by whistling or humming.
3. Song can be taught in Vernacular or English just as the case may be considering the Boys level of understanding.
4. Officer may need to write on the board and he/she must be conversant with the wordings and tune of the song.
5. Use songs that may combine dancing with singing to make the song livelier and more interesting as the Boys will want to dance or tap their feet to the beats and the rhythms.
6. Boys can be introduced to playing minor musical instruments like drumming to beats, playing flute, tapping tambourine and so on.
7. In the process of singing/playing music; Boys can be taught on how to improvise musical instruments using bamboo or pawpaw stalk to make flute, gathering pieces of sticks to make beaters for drumming.
8. Get the Boys familiar with the tonic solfa in music i.e., doh, re, me, fa, soh, lah, te, doh.

DIVISIONS OF THE WORSHIP IN THE JUNIOR SECTION

1. **The Opening Devotion**
 - a. The Opening service sets the tone for the evening. Before officers actually meet with their Boys in worship, a great rehearsal must be done; the service must be well planned.
 - b. Whatever theme, officers should give a short word of exhortation cum charge during the worship must be within the understanding of the Boys.
 - c. A central theme will help in the use of teaching aids will assist in focusing attention on the theme. Boys find it good to learn one thing at a time.
 - d. A good atmosphere for worship is essential:
 - i. a clean hall or space with no articles of equipment or clothing lying on the platform or behind the point from where the opening service is conducted. if possible, look for a table spread that will relate to your theme.
 - ii. a table covered with a neat cloth, whereby flowers, leaves or object of interest relating to the theme is placed on it.
 - e. Quietness and reverence are part of worship and must be maintained.

- f. Music must be part of the worship of God and should be insisted upon.

2. The Form of The Devotion

- a. The worship should be a short one, there are many forms it can take and it should not follow the same pattern always.
- b. The Junior Section hymn book contains hymns suitable for the Junior Boys.
- c. Prayers should be short, simple and language must be simple, centred on the theme for the evening and carefully prepared.
- d. Bible reading is important, it has to relate with theme and need not to be lengthy; sometimes, choose a verse.
- e. Talks and stories are great value in introducing the theme for the evening, but should not last longer than eight minutes recommended.
- f. The worship should not exceed thirty (30) minutes.

3. The Closing Prayer

It should be shorter but in all, it should follow the same way as laid down for the opening service.

WHAT ARE THE CHARACTERISTICS OF STORY TELLING?

- It must be morally imbibed
- It must be spiritual
- It must be interesting
- It must have a flow, continual or be sequential
- There should be a good song to go with
- The story should be short, be brief, be precise as much as possible

WHAT ARE THE SOURCES OF STORIES?

- Extraction from the Bible e.g., Jesus' Parable, the Prodigal Son etc
- Real life activities/experiences
- Folks
- Christian Literatures, etc
- The Internet (stories for kiddies)

REASONS FOR STORY TELLING

- To make the class more lively
- To give better understanding of the lessons/information's to the younger ones.
- To inculcate knowledge through the illustrations from the story.

HOW TO GO ABOUT STORY TELLING

Officers in charge of the Junior Section should always put this to heart:

1. Read through the story several times to understand it, memorize the points in the story and also rehearse the presentation in manner that best suits you in your own lively and humorous manner.
2. Class must be well-arranged in a way that the Boys will hear and see when telling the story to have an understanding of the story.

3. Give pictorial illustration – Picture chart
4. Demonstrate actions – Use body language e.g., facial expression, movement of the hands, gesticulation and emotional feelings where necessary.
5. Sing song in between
6. Allow some questions briefly.
7. Ensure you are in-charge; don't let the class be taken-over from you.
8. The story telling should not be more than 15 – 25 minutes.
9. Use vernacular/pidgin English if the Boys can understand it better than English.
10. Summarize the moral virtue/values in the story, do not preach sermon at the end of the story.

STORIES FOR THE JUNIOR SECTION MAY BE SPECIALLY

1. Imaginary stories (folktales)
2. Teaching stories, stories with moral, fable.
3. True stories, real life stories about heroism, obedience, loyalty, honesty and other virtues.
 - Story Telling is one of the major ways and means of getting the Younger Boy trained, mode, directed and shaped for a better future.
 - There is a saying that says: "you can repair a child, you cannot repair an adult" and the biblical saying that says: "Train up a child in the way he should go, that when he is old, he will not depart from it", with the right challenging story a better Boy is build.

KNOWLEDGE OF THE JUNIOR SECTION

- The Junior Section falls in the bracket of Eight year to Eleven year. Boys of this section have similar developmental character, but slight improvement with the Anchor Boy. This improvement starts as follows:
 - a. **Abstract Ideas**
The child will struggle to understand some complex issues. Why you do what you do. Want to know what is real or concrete.
 - b. **Self-Centeredness/Egocentrism**
This begins to reduce, he can now begin to give in return, favours and begins to understand himself.
 - c. **Improvement of skills**
The problem-solving skill and ideals improve. The best learning takes place during social learning. The Boy starts to make friends and socialise with other Boys. This, helps to improve the Boy's sense of competence, cognitive and social skills.
 - d. **Expression of Emotions**
At this stage, the Boy expresses his emotions naturally through identification and speaking out his mindsets.
 - e. **Limited Concentration**

At this level, the Boy shows some measure of enthusiasm, but still has limited ability to concentrate on one thing for a long time.

f. **Excitement**

The Boy is restless and highly excited because lot of the unused energy within him.

From the foregoing, it is therefore necessary for officers to identify these traits in the Boys and handle the Boys with respect and understanding. Every Boy has his own traits and characteristics hence officers should refrain from stigmatising any Boy.

RESPONSIBILITIES OF OFFICERS AND BOYS

During worship in the Junior Section, both the officers and Boys have the following duties.

- 1) The attitude of the officers must set a standard for the Boys.
- 2) The Officers' voice when reading, speaking or praying should be natural and audible (Loud, Simple and clear).
- 3) Officers should conduct the opening and closing services in turn or interchangeably; this will help the Boys to associate with all their officers and not with the officer in charge only.
- 4) Give the best of yourself to the Boys.
- 5) The officers should lay a good example of what his preaching; in words, character and deed.
- 6) The officers should also demonstrate with whatever theme picked for the evening as he is preaching.

CONCLUSION

- ♣ Junior Section worship involves giving reference to God through acts of obedience as enshrined in the object of the Junior Section.
- ♣ It must therefore be taken with all seriousness it deserves.

COURSE TITLE: LSC 205 – JUNIOR SECTION GROUP WORK

COURSE RATIONALE

Considering the nature of the Boy, there is the need to plan and execute programmes that will interest, educate the Boy to make him socially and psychologically relevant. Good programme planning and implementation will engender good participation.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- engage in groupwork for the junior section Boys;
- teach the Junior Section Work to the Boys;

COURSE OUTLINE

The content of this course is as follows:

- the fundamental concept of Junior Section Group System
- the meaning of what is group work?
- The importance of group work in the Junior Section
- Groupings in the junior Section;
- benefits of groupings in the Junior Section
- the purpose of group work and activities; and
- what is expected of officers?

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATORS

He or She should be able to:

- relate the concept of the group work to the Section.
- show the importance of the group work to the Boy
- use both qualitative and pictorial communication skills during the delivery of the course.
- answer questions bothering the trainee.
- present the course using PowerPoint with embedded pictures of the milestones and the picture of the founder.

TRAINING MATERIALS NEEDED

1. BOYS' BRIGADE Booklet on The Company in Action.
2. BOYS' BRIGADE Hand Book for Junior Section Officers
3. Games materials that could be used for demonstration such as footballs, table tennis table and accessories

COURSE TITLE: LSC 205 – JUNIOR SECTION GROUP WORK

INTRODUCTION

In the Boys' Brigade, Boys work in groups or individually depending on the type of activities planned to be executed. In the group work, Boys are arranged into smaller groups of not more than six Boys for the purpose of carrying out an assignment as well as other activities.

It is important that the officer should be able to observe what each Boy is doing and should be able to render any assistance required by any of the Boys.

THE GROUP SYSTEM

It is the method of running a Junior Section taking advantage of the Boy's love of being a member of a gang.

WHAT IS GROUP WORK?

- Group work is simply defined as more than one person working together to complete a task or assignment. It is a congregation of persons engaged in a team.
- In the Junior Section of the Boys' Brigade, Boys are divided into groups for the purpose of completing an assigned task. They will be grouped to enable them do activities that will positively impart their knowledge. There are many things the Boys can do in group work
- Group Work refers to a collaborative learning environment where Boys work through problems and assessment together. The Boys are able to assign roles and responsibilities to one another, pool the knowledge and skills together in order to achieve the assigned tasks.

IMPORTANCE OF GROUP WORK IN THE JUNIOR SECTION

According to Caruso & Woolley, 2008; Mannix & Neale, 2005, Group works can help in developing a host of skills.

In the Junior Section, the purpose of group work is to encourage interaction and collaboration among the Boys. This is a key essential for Team spirit. The following are the benefits of group work

GROUPINGS:

1. Size: Number of Boys in a Group should be between Six (6) to Eight (8).
2. Age: Balance in age should be considered i.e. Boys of the same age bracket should be grouped together. Physical skills and mental ability of the Boys should be considered too.
3. Naming: Names should be given to groups. You may wish to consider Famous people (Secular and Biblical), Ships, Aircrafts, Animals. E.g., Daniel, Joseph, Abraham, Ajayi Crowther, Lion, Tiger, Elephant. Desist from using names of dubious character people and domestic animals.
4. Marks:

- a. Award should be in place for Sunday School attendance, games, competitions, etc.
- b. Theme of the Evening should be symbolised e.g., Harvest – Use various fruits cut out of coloured paper to determine the theme.
- c. Points: A record of points gained throughout the session can be kept by awarding points each week as follows:
 - First Group - 5 points
 - Second Group - 6 points
 - Third Group - 4 points
 - Fourth Group - 8 points etc.

BENEFITS OF GROUPING

1. It aids discipline among Boys.
2. It enables Officers and Boys to get to know each other very well.
3. It provides opportunities for abled Boys to help those less able themselves.
4. It helps Boys develop interest in the events and activities they are lacking.

PURPOSE OF GROUP WORK

1. It provides variety.
2. It is suitable a break after a strenuous game or a more serious activity.
3. It helps create fitting in with the theme for the evening.

GROUP WORK ACTIVITIES

1. Observation

Boys should be trained on how to observe things especially when travelling or on excursion e.g., noting strategic places on their way, landmarks, natural things etc.

2. Seeing

Sight-seeing increases the ability of the Boys to memo. A certain group of things are placed before them and remove or cover after about 2 minutes. Each Boy in the Group should be able to call out (or write down) as many as he can remember when he is being called upon. Examples of things that can be provided or used could include a sack containing one or more than one of the following items:

- a key,
- a bean,
- a match stick,
- a piece of soap,
- a cube of sugar,
- an envelope,
- a bird's feather,
- safety pin,
- a leaf,
- a sponge,
- a nail,
- a bottle,

- a pen,
- a stone,
- a button,
- a piece of paper etc.

3. **Feeling**

This is designed to increase the reasoning ability of Boys. Different things are put into a cloth bag/nylon bag and closed. This bag should be passed to each Boy, he will feel the bag and write down (or call out as many as possible of what he had felt (He may open or close his eyes). Examples of things that can be put together and felt which may include:

- an orange,
- a stone,
- a book,
- a spoon,
- a padlock,
- a candlestick,
- a nail,
- a pair of shoes,
- a bottle, a can.

Boys may also feel with their fingers while their eyes are closed some of the following:

- A grain of Rice, A Maize seed, A bean, a small piece of used soap, A smooth Stone etc.

4. **Smelling**

While Boys are given certain things to perceive they must have their eyes closed. Here are some things which can be used.

- An orange, An Onion, A Guava Fruit, Soap, Mango, Kerosene (must be smelt carefully), Pineapple, Cashew, Fish, Palm Oil etc.

5. **Hearing**

The ability to recognize different sounds should be introduced to Boys when their eyes are closed e.g. The

- a. Shaking of a ripe seed pod
- b. Tearing paper
- c. Banging two pieces of wood together
- d. Banging of foot on the ground
- e. Blowing trumpet.

6. **Paper Modelling, Paper Folding & Paper Tearing**

Boys can be taught how to fold paper to make Paper-Mache (making model with paper and starch) e.g. Using paper to make the following models.

- Snake, Bowl, Mask, Cap, Pot etc

7. **Making Things from Waste Materials**

The Boys are already familiar with making thing from waste materials such as empty sugar, boxes and evaporated milk tins used in making cars.

WHAT IS EXPECTED OF OFFICERS?

1. Meet Boys in Group Corners before commencement of meeting (to take subscription, examine membership cards, Mark roll, inspect Boys, listen to the Boys news.)
2. Build spirit-de-corps.
3. Visit the home of Boys.
4. Plan activity well in advance.
5. Share in the work of preparing the activities.
6. Start activity without delay and end neatly while the Boys are still keen and interested.
7. Give instructions clearly so that all Boys understand what they are trying to do and or the rules they are expected to keep.
8. Give praise and encouragement to motivate the Boys.

POINTS TO NOTE

1. Group Work calls for thorough preparation.
2. All materials required should be readily available.
3. Boys can be asked to bring some necessary materials or equipment.
4. Wall charts and displays can be used to show variety of activities contained in the Group work.
5. Any point not understood by Boys can be explained further but mostly after the period.

CONCLUSION

When group work is well organised and Boys carried along, it becomes interesting to the Boys. Group work is voluntary and the goal remains to instigate interaction among Boys and to collaborate to complete a unified task.

JUNIOR SECTION GAMES AND ACTIVITIES

LSC 206- ACTIVITIES AND EVENTS IN THE JUNIOR SECTION – **JUNIOR** SECTION GAMES AND PHYSICAL ACTIVITIES

COURSE RATIONALE

Activities are all the different things we do in a Junior Section Meeting including the achievement.

The achievement is chosen from the achievement scheme.

In view of the above, it is therefore the aim of this module is to bring up the various activities for the Juniors.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know the various activities for the Junior Section;
- acquire knowledge on the implementation of the activities;
- have an in-depth understanding of materials needed for the activities.

COURSE OUTLINE

The content of this course is as follows:

- activity for the Juniors to meet the elements of the Boys' Brigade ;
- knowledge of methods needed for the activity;
- reasons for exercise; and activities
- guided procedure for the activities;
- conclusion.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATORS

He or She should be able to:

- be prepared to lead the activities
- be patient in answering questions from the Boys.
- Collect different types of gaming materials for demonstration during the lecture.

LSC 206 JUNIOR SECTION GAMES AND PHYSICAL ACTIVITIES



INTRODUCTION

♣ There are several activities, games and other physical activities for the Junior Section. Some of the activities are games, music and sports.

♣ Through the activities Juniors will learn to have fun, make friends, enjoy lots of activities, learn about themselves, get to know more people and develop personally.

♣ All these are done to give the Juniors a balanced programme.

IMPORTANCE OF GAMES

1. Teamwork is displayed.
2. Social Training is encouraged.
3. Imparting culture of discipline.
4. Co-ordination of mind and body
5. The enjoyment of purposeful activity.

REASONS FOR EXERCISE

1. To raise body temperature where muscles become more elastic.
2. Slow and gradual warm-up reduces the risk of acid building in the body
3. It raises the pulse rate and increases the flow of blood and oxygen.
4. It decreases the risk of injury
5. It lubricates the joint
6. It helps to Improve brain health,
7. Helping to manage weight,
8. reducing the risk of disease,
9. strengthening of bones and muscles, and
10. improvement of ability to do everyday activities.

PHYSICAL ACTIVITIES

To take physical activities successfully, the officer must:

1. aim to have a complete control over a happy but disciplined group of Boys;
2. plan varies and progressive activities and prepare apparatus thoroughly;
3. dress in an appropriate way for the activity being taken and encouraged Boys to do likewise;
4. make separate provision for Boys of different age group to ensure progression;
5. keep in mind the achievement scheme when planning, as many of physical activities enable Boys to gain achievement;

6. encourage Boys to improve their own standard of performance (competing against themselves) and to achieve new skills;
7. rigid formations e.g., lines should be avoided you have to put the hall or space available into consideration;
8. allow Boys to work at their own rhythms instead of at rhythm imposed by the officer;
9. use a conversation/speaking voice instead for military commands;
10. sometimes encourage Boys to think out their own movement e.g., in how many different ways can they travel from one side of the hall to the other;

GUIDED PROCEDURE FOR PHYSICAL ACTIVITIES

It is expected that the Officer in Charge of the activity should be guided as follows:

1. adequate space must be provided for the event/ activity;
2. enough materials and gadgets needed should be made readily available;
3. the Boys must be divided into groups;
4. officer should put him/herself in a vantage position and show examples;
5. the officer leading the activity must ensure that examples are skilfully executed;
6. stop the game when at the peak;
7. seek advice from fellow officers;
8. give control, counsel and praise when necessary;
9. listen to their comment and do not form any opinion before listening;
10. there should be a particular time fixed for the games; and
11. the Boys must be motivated after the games.

TYPES OF PHYSICAL ACTIVITY/GAMES

There are different types of game/physical activities that have rules and focus:

- Running (50m/8seconds)
- Jumble words
- Road work (20 – 30mintues)
- Sporting the Stranger
- Jumping (High, Long, Sideways Jumps)
- Football (5 A-side, Penalty, Monkey post)
- Table Tennis
- Scrabble Game
- Draught
- Aiming (setting cans together/throwing at something)
- Tug-of-war.
- Musical Chairs
- frog jump, cross cat string, dancing marching, trekking and pyramid building
(Physical activities that teach the Boy to use his body effectively and easily)

PLANNING:

Tables can be compiled in such a way that all pans of the Boy's bodies are exercised, each table beginning with a short introductory activity ending with a quick game and having "Breaks" you can draw program table as follows:

- rhythmic jumps

- head exercises involving trunk bending forward and downward
- arm exercises
- balance and leg exercises, including those with abdominal effect.

The Junior Section event/programme includes:



EVENTS AND PROGRAMMES

Apart from the activities at the meetings, there are some other activities for Junior Section. These programmes take place at different times during the year and will need careful planning. These activities include:

♣ Recruitment of Boys into the Company Drive

- ✓ The import of this activity is to recruit new Boys into the Company through the church, surrounding schools, the neighbourhood(s).
- ✓ To achieve this, the captain would have caused the church to make announcement severally during the church services and using the church weekly bulletins, before commencement of session.
- ✓ The leadership of the Company can organise special advocacy visits to schools within the neighbourhood of the church with the aim of recruiting Boys into the BOYS' BRIGADE Company.
- ✓ Recruitment of Boys could be organized by the leadership of the Company, through the streaming of films depicting the work and mission of the Boys Brigade, printing of posters and organising a special day for the Boys to come with their friends to e BOYS' BRIGADE programme. Appreciation award could be given to any Boy who comes with the highest number of friends.

- ✓ At this event, the Captain and Chaplain should welcome the Boys and explain the aim of the Boys' Brigade and conditions for membership.
- ♣ **Promotion Ceremony**
 - ✓ To encourage the Boys, promotion to the next rank is a means to motivating the Boys to do more.
 - ✓ At this event, the captain and other officers must make it a point of duty to welcome newly promoted Company Section Boys.
 - ✓ The teamwork of other officers with the Captain or Officer in Charge of the Junior Section is essential.
- ♣ **Enrolment Service**
 - ✓ In accordance to the BOYS' BRIGADE regulations, after registration, the Company should make a request to hold an enrolment service after meetings must have been held for at least six weeks.
 - ✓ It is ideal for a Company to hold its enrolment service annually, where membership cards are presented to the Boys and appointment cards presented to the Officers.
 - ✓ Adequate arrangements must be made for the hosting of the enrolment service while carrying the Chaplain along, who will conduct the service.
- ♣ **Parents' Evening**
 - ✓ Parents' evening is purposely designed to gain the interest and cooperation of the parents within the church with a view to releasing their Boys to join the Boys' Brigade.
 - ✓ The programme can be achieved through these three ways:
 - *exhibition of the activities and the products of the Boys in the sections;*
 - *having both the parents and Boys enjoy a social evening together; and*
 - *officers meeting the parents for social evening.*
- ♣ **Christmas Appeal and service for others**
 - ✓ Rendering social service to other people such as visiting Children's and Old people homes, Hospitals and Prisons.
 - ✓ To implement this, adequate and early planning of the event must be done and requesting for assistance from other people and societies in the church should be considered.
- ♣ **Party**
 - ✓ This is a social and interactive event where the Boys are made to put on fancy dress -traditional dress, formal dress, African dress and clothing depicting their local language etc. to the party. It should be noted that other stakeholders in the Children and Youth Ministry in the church could be invited to the event.

♣ **International Evenings**

- ✓ Having interest in Boys' Brigade work overseas and practicing in the Company. Easter gift scheme i.e., crafts with card papers etc.

♣ **Display**

- ✓ A presentation by Junior Section with theme, e.g., Figure marching, radio and T.V. times etc. could be organised.
- ✓ A well organised band display with good music could be arranged inviting well placed people who can donate to the ministry of the BOYS' BRIGADE
- ✓ A very high standard is necessary. It is an opportunity to display our work to interested outsiders.
- ✓ Also, a combined Company display involving all sections may be held if desired.

♣ **Outing**

- ✓ A very detailed and adequate planning is required especially if the outing will involve the Boys sleeping outside the homes of their parents.
- ✓ Adequate security for the Boys should be made paramount and provision of first aid kits. Very important.

♣ **Vacation Activities**

- ✓ These are activities and programmes planned for the Boys during holiday periods. It is one of the happiest periods in every Boys' life.
- ✓ Activities during this period include hiking, walking, outdoor games etc.
- ✓ This period can also be used make some achievements i.e., nature study, athletics, local knowledge, observations, etc. section holiday might be declared.

PICTORIAL PRESENTATION OF ACTIVITIES



Rope Climbing



Expedition

Athletics



CONCLUSION

- If activities are well coordinated, Boys will teach the Boys discipline, obedience and a team spirit towards other Boys.
- However, materials needed must be purchased and made available to the Boys by the Company.

COURSE TITLE: LSC 207 – JUNIOR SECTION ACHIEVEMENT SCHEME

COURSE RATIONALE

Reward system in any organisation gives motivation to the people within the organisation and reinforces their trust in such an organisation.

There are several ways that an organisation could use to motivate its members. One of such is the achievement scheme in the Boys' Brigade .

Therefore, the objective of this module is to expose trainees to the Achievement Scheme, its purpose and requirements.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- Know the import of the Achievement Scheme for the Junior Section;
- Acquire knowledge on the implementation of the Achievement Scheme;
- Have an in-depth understanding of the syllabus for the Scheme

COURSE OUTLINE

The content of this course is as follows:

- introduction to the concept of the Boy;
- conceptual meaning of the Boy in the bb;
- characteristics of the Boy;
- how to relate to the Boy; and
- conclusion.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, trainees must be able to identify Colours of badges for the achievement scheme and their requirements.

NOTES FOR THE FACILITATORS

Where practicable, **a Trainer who is also an experienced Junior Section Officer** should be recruited to facilitate this module. In addition, He or She should be able to:

- relate the importance of the various badges to the self-actualization of each Boy;
- educate the Boys on procedures to achieving the badges outside BB meetings;
- use both qualitative and pictorial communication skills during the delivery of the course.
- answer questions bothering the trainee.
- present the course using PowerPoint with embedded pictures of the various badges and awards. In addition, Facilitators of this module must use the Boys' Brigade Handbook for Junior Section Officers **as resources material.**

TRAINING MATERIALS NEEDED

1. Achievement Badges well displayed on a black fabric
2. Boys' Brigade Hand Book for Junior Section Officers

COURSE TITLE: LSC 207 - ACHIEVEMENT AND BADGES AWARDS

INTRODUCTION

- ♣ The most important part of a Junior Section work is the Achievement Scheme. It is a plan for training or teaching.
- ♣ The Boys' Brigade is an organisation that helps a Boy to attain his full potentials.



- ♣ In the Scheme, the Boys are made to learn in order to increase their knowledge, improve their physical agility, build their spiritual capacities as they learn from the scriptures.
- ♣ Its focus is to develop the Boys spiritually, physically, service (social) and mentally (education) and the scheme is predicated on the verse of the Scriptures as recorded in Luke 2: 52, which states that ***'and Jesus increased in wisdom and stature and in favour with God and men'***. This statement describes the development of Jesus Christ.
 - ✓ Educationally—in wisdom -
 - ✓ Physically—in stature
 - ✓ Spiritually—in favour with God
 - ✓ Socially—in favour with Man.
- ♣ The Achievement Scheme makes the Junior Section livelier and more interesting. It also presents a wide range of activities geared towards increasing the capabilities and capacities of Boys within the age range.
- ♣ The Scheme is a series of challenges showing the progress of the Boy in the various activities and planned for three years of the Junior Section Boy in the BOYS' BRIGADE

THE SCHEME

- ♣ The scheme gives each Boy the opportunity to learn to use his mind thereby increasing in knowledge.
- ♣ The Scheme is planned for three (3) years the Boy will be in the Junior Section and is carefully planned so that the whole character of the Boy will grow in cognisance of the BOYS' BRIGADE methods.

- ♣ After some measure of interaction with officers in the Section, the Boys will undergo a test which could be theoretical or practical. The purpose of this is to ensure that the Boys have learnt.
- ♣ It is expected that the Boys will pass the test, hence the Boys have achieved, a card is issued to the effect with the name of the achievement written on the card and signed by the Officer-in-Charge.
- ♣ It is instructive to note that a careful and accurate record of the achievement of the Boys are kept for each Boy.

THE ACHIEVEMENT SYLLABUS

- ♣ The Syllabus is prepared for the three years a Boy would spend in the Junior Section. It is also important that the number of achievements have been increased as shown hereunder.

1) First Year	- 7 to 8 on each side
2) Second Year	- 8 to 10 on each side
3) Third Year	- 10 to 12 on each side
- ♣ The achievements have been carefully selected to enable the Boy to be faithful in continuing to do them, increase their knowledge and do them in a different way each year.

WHY THE ACHIEVEMENT SCHEME?

- ♣ This is a question that every officer and Boy should answer as this will help in focussing on the achievement activities. The purpose of the achievement scheme is to develop the total character of the Boy using the four methods and as quoted in Luke 2:52 – Spiritually, Physically, Socially and educationally.
- ♣ Through the achievement, each Boy will grow as he uses his mind and physical strength.

ACHIEVEMENT SCHEME OF THE BOYS' BRIGADE

- ♣ The Boys' Brigade centered her achievement on the Bible, precisely in the Book of St. Luke 2:52 which talk about the Boyhood of Jesus.
 - **Educationally**
 - ✓ Educationally is about building of mind to acquire knowledge and how to apply the knowledge gained to make things work better.
 - ✓ Learning does not just involve the school, some things you can in the Boys' Brigade and you will gain achievement with both the things you learned at school and the things you learn in the Company.

- **Physically**

- ✓ Taking part in team games such as football and volleyball, athletics as well as other individual sports could, help to strengthen friendship among the Boys.
- ✓ They will be amazed how easy it will be to do a lot of things if they are fit and healthy than if you don't look after yourself properly.
- ✓ In Boys' Brigade , awards are earned in taking part in sports and games of all kinds as well as other physical activities. "A physically fit body is an all -rounding working soul.

- **Socially.**

- ✓ To earn awards in the social part of the Scheme the Boy will have to learn not how to care for and look after himself but also how to become helpful at home and to others.
- ✓ Becoming a better Boy at home and in the neighborhood. In doing this you become a better Boy to live with at home and in your neighbourhood.

- **Spiritually**

- ✓ The award is earned for attendance at Sunday School and Church services and taking part in Church activities, in learning portions of the Bible, etc.
- ✓ The Boy learns of the Lord Jesus Christ who loves you and wants the very best for him and also learn how God can be a part of the Boy's life and be able to see what He wants you to do for Him.
- ✓ This helps in building up the spiritual life as soldier of Christ.

Achievement

This is the result of efforts and skill and the achievement is two folds:

1. On the part of the officer to know how far as a teacher he had impacted on the Boys.
2. The Boy to know he is growing in each area of the training, which will afford the officer to identify areas that deserve attention.

Card: Two cards are provided for each Boy while the company keeps one, he takes the other to his parent to know and understand his development in the company.

Teaching: Boys are taught each topic in his group corner and test may be practical, written or oral and marks are given. A Boy scores a total of 60 marks in his third year and he is awarded the gold badge.

BADGES

- ♣ When a Boy passes the required number of tests in a particular year, he is awarded a badge. He can win a maximum of six badges throughout his stay in the Junior Section.
- ♣ The badge is made up of different colours made of plastic or metal fixed on an arm band; which is worn over the sleeves of Boy's uniform shirt.
- ♣ Of course, before the award is given, he must have passed equal number of tests from each side of the achievement scheme, spiritually, physically, social and educational.
- ♣ Below is required number of tests that must be passed before a badge is awarded.

YEAR	NUMBER OF BADGES	TOTAL POINTS
ONE	WHITE –2 FROM EACH SIDE=8	16
	GREEN –2 FROM EACH SIDE=8	
SECOND	PURPLE –2 FROM EACH SIDE=8	32
	BLUE –2 FROM EACH SIDE=8	
THIRD	RED –3 FROM EACH SIDE=12	60
	GOLD –4 FROM EACH SIDE=16	

- ♣ The implication of the above is that for a Boy to gain the gold badge, a Boy must have passed 60 of 120 Achievement Tests.
 - ✓ He must have passed sixteen (16) tests in his first year,
 - ✓ sixteen (16) in his second year; and
 - ✓ twenty-eight (28) tests in his third year.

One badge would be awarded at the end of the first half of the session. The other badges at the end of the session each year.



PRESENTATION OF BADGES

- ♣ Officers should not forget that the Boy had put in efforts to gain the awards. Hence, it will be appreciated if the badges are presented before the parents of the Boys at a special company programme or church enrolment service.
- ♣ The Boys should appear in their uniforms to receive the award(s), this also shows to parents and the congregation the efforts of the company in training the Boys.
- ♣ The best group of the company can be given awards to encourage Boys to put in more efforts in their groups.

CONCLUSION

- ♣ It is very important for Captains and Officers at the Company level to know that to give the Boys a fulfilled membership of the Boys' Brigade, the Achievement Scheme and Badge works are not at the whims and caprices of the officers.
- ♣ It is an essential part of the Junior section programme without it, there is no Junior Section.
- ♣ It therefore behooves on the Company to spend time in planning and preparing the Boys for the scheme.

COURSE TITLE: LSC 208- FIGURE MARCHING

COURSE RATIONALE

In the Junior Section, Boys are of different ages and of different capabilities. One of the things that could be done is engaging the Boys in figure marching, which can be used to arouse the interest of the boy when done very well and innovatively.

The focus of this module is to introduce trainees to the importance of figure marching as an entertaining activity in the Junior Section.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- acquire knowledge on the purpose of figure marching for the Junior Section Boys;
- acquire knowledge on the words of command in figure marching;
- have an in-depth understanding on how to start figure marching; and
- adaptation of music in figure marching.

COURSE OUTLINE

The content of this course is as follows:

- purpose of figure marching for the Junior Section Boys;
- words of command in figure marching;
- how to start figure marching;
- innovative figures in marching, sequencing; and
- adaptation of music in figure marching.
- conclusion.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATORS

He or She should be able to:

- explain various movements to trainees with absolute perseverance;
- demonstrate some of the movements using the trainees;
- use multi-language to communicate preferably use creole (pidgin) to communicate;
- answer all questions asked by trainees politely.

COURSE MATERIALS

Facilitators of this module should be able to provide Cones – using carbonated pet bottles, Flags with various Colours of fabrics, balls, sticks, cardboards, audio system etc.

COURSE TITLE: LSC 208- FIGURE MARCHING

INTRODUCTION

Figure marching is a foremost activity in the Junior Section which can be used to effectively arouse the interest of the Boys. The purpose of figure marching is to teach and inculcate in young people simple drill movements and the basics of figure marching

It is one of the tools for officers to use in training Boys in obedience and discipline which are key factors in the object of the Boys' Brigade. It also covers physical and social skills, two areas in the achievement scheme.

WHAT IS FIGURE MARCHING?

It is a simple form of drill put in place for the Junior Section. It can be used for display activities.

THE REASONS FOR DOING FIGURE MARCHING

The following are the reasons for engaging Boys in Figure Marching.

- 1) It can be a most enjoyable activity.
- 2) It is an activity in which the whole Section can work together
- 3) It promotes team work.
- 4) It can be fun.
- 5) It develops smartness.
- 6) When marching to music, the Boy is using his body and mind;
- 7) It gives a pleasurable opportunity for synchronisation. To march well the Boy needs to listen, control his pace and to practise the skill carefully and continually.
- 8) As the series of Figure Marching movements is built up, the Boy can gain a sense of pride in achievement of his skill.
- 9) It gives the Boy an opportunity to develop rhythmic ability.
- 10) It teaches the Boy to be alert and prepares him for further disciplined activity.
- 11) It gives good posture and Boys can be encouraged to stand and move well in a controlled but relaxed way.
- 12) It develops a marching sequence throughout the session which can be on display during Company Night display.

DIVERSITY AND MOVEMENTS

The following will help start figure marching. However, it must be varied with different movements. The Officer in Charge

- start with simple movements, gradually building up a more challenging sequence as the Boys become proficient;
- each week should practise what had been taught and advance little by little;
- should not be faster than what the Boys are able to perform but should be done slowly;

- should keep as much as possible, vary the duration for figure marching;
- should aim to achieve a good standard and 'polish up' imperfections gradually;
- should keep the interest of the Boys alive.
- aim to have a perfect performance by the end-of-session.
- the duration for a figure marching in the junior section evening should not be more than ten (10) minutes. however, something meaningful can be achieved in five (5) minutes.

PREPARATION

- As in all Junior Section activities adequate preparation is necessary.
- The officer must know exactly what he or she intends to teach.
- The officer taking the Figure Marching and the pianist need to practise together so that the giving of commands and the pianist's response are correct.
- Figure Marching programme for the whole session should be planned, with some idea of how much will be achieved each week. This can be adapted if Boys are responding more quickly or more slowly than expected.

PRESENTATION

- Enjoy the confidence that comes with adequate preparation.
- Know exactly what you want the Boys to do but be ready to adapt it if necessary.
- Set a good example in the way you stand and as you move about march in time to the music being played.
- Keep the period to 10 minutes or less.
- Make sure all the Boys can see you and hear you when explaining movements.
- Keep all instructions as clear and concise as possible preparation is important here.
- Teach a little at a time.
- Give praise and encouragement while continually correcting faults and suggesting improvements.
- Show how much you are enjoying the period yourself.

WORDS OF COMMAND

- ♣ Before taking part in Figure Marching, the Boys, should be able to do all that is required for Simple Drill Basic movement such as –
 - ***Attention;***
 - ***Stand at Ease;***
 - ***Stand Easy;***
 - ***Right Turn;***
 - ***Left Turn;***
 - ***About Turn Quick March;***
 - ***Mark Time; and***
 - ***Halt.***

- ♣ These movements can only be performed well if clear and correct words of command are given.
- ♣ Commands must be given so that all Boys can hear them. There are two parts of a command.

The Two Parts of a Command

CAUTION which tells the Boys what to do.
EXECUTIVE which tells them when to do it.

e.g.	Caution		Executive
	Right	-	Turn
	Stand At	-	Ease
	Atten	-	Shun

- ♣ The caution should be given deliberately and distinctly. Executive should be given in a short sharp tone to encourage a smart and an immediate response.
- ♣ As the command 'HALT' cannot be split into caution executive parts the word 'SECTION' should be used so the command to halt would be: **SECTION – HALT**

Timing of a Command

A pause should always be made between the end of the caution and the executive. The length of the pause should be the time of one pace in marching.

e.g.	Section		Halt
	Right	Left	Right

Before taking any Simple Drill or Figure Marching with Boys it is advisable for the officer to practise words of commands either to himself or to fellow officers.

ORDER IN FIGURE MARCHING

It is better to have a simple, order than a complicated item too difficult for Boys to master.

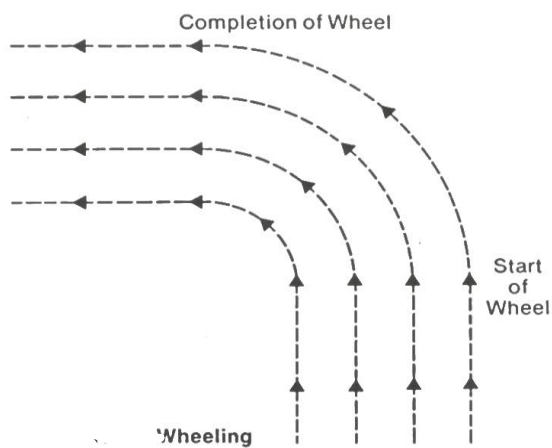
Try the following figures or sequence with your Boys:

1. Follow the Leader

Boys place themselves behind the leader and march in single file, they should also be taught how to keep an even distance between them. A signal should be given to stop or start the sequence which can be on drum, tin or whistle.

2. Wheeling

Boys can turn left or right smartly with their leader leading.



3. Circle Maze

Still following the leader, they march in spiral until the leader reaches the centre. He counters march and leads the file out between the Boys who are still moving towards the centre. It is necessary to leave sufficient room between the files so that those returning to the outside can march correcting.

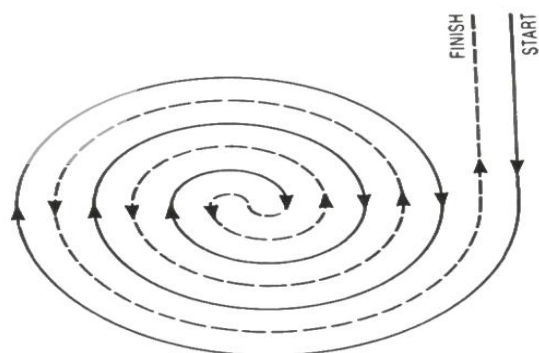
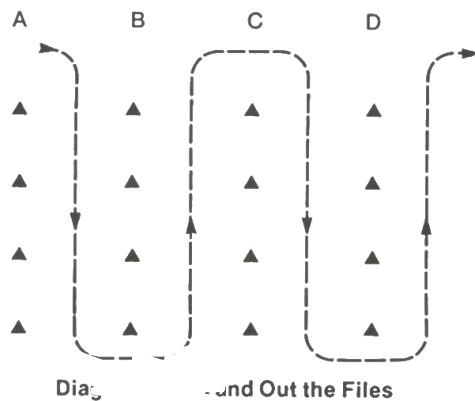


Diagram 1. Circle Maze

4. In and Out the Files

Boys form in four files. File A marches around the other files, which B, C and D mark time on the signal informing them to take off when the last, Boys in me A gets to points (1), file B follows file A. Then file C follows the last Boy in file B and when the



last Boy in file C reaches points (2) file D follows and when wheeling at the top and bottom of files Boys must keep well-spaced from the Boys in stationery files.

5. Figure of Eight

- Boys moved from the single file with the leading Boys, move diagonally across the space, then wheels to right and to the right again, as to cut through the section in the centre, after the crossing he wheels to the left and left again so that he completes the figure of eight and is followed the last Boy in the section.

Boys should be warned not to deviate from course when crossing but he keeps on course.

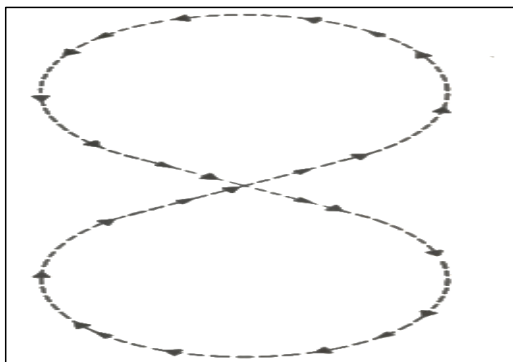


FIGURE MARCHING AND MUSIC

- Although, it is possible to perform figure marching without any music but the inclusion of some form of accompaniment is beneficial for two reasons.
- Music adds rhythm and enjoyment to the period, making it more fun.
- It helps to differentiate figure marching from company and senior section drill.
- It must also be noted that live music is better or preferable to record or tapes. Live or recorded music may be used but the choice of music is important, suitable, current ' popular music is advisable to be used.

FIGURE MARCHING CAN BE FUN

And so, to sum up:

- make sure that the Boys enjoy it.
- prepare thoroughly.
- know exactly what you want the Boys to do, but be ready to adapt if things don't seem to work.
- be imaginative.
- vary the movements and presentation.
- progress week by week.
- make sure Boys can see you and hear you.
- teach a little at a time.
- use suitable music.
- look out for ideas on YouTube and at other displays.
- correct faults without insulting any of the Boys.
- learn by your mistakes.
- continually appreciate and encourage the Boys. The word THANK YOU must not be far from the instructor's lips.
- enjoy figure marching with the Boys

CONCLUSION

Without gainsaying, figure marching provides the Boys with incredible prospects in the Junior Section

COURSE TITLE: LSC 209- CHILD PSYCHOLOGY

COURSE PREVIEW

Boys in the Junior Section are young and tender with their peculiarities. As a Boy develops, the development comes with some challenges that will require the Officer handling the Boys to know the stages of development of the Boy.

In this regard, there is the need to acquire knowledge in Child Psychology. Simply put, Psychology is the science of human and animal behaviour. It includes the application of science to human problems. The course introduces trainees to methods, theories and concepts of child psychology.

Therefore, the focus of this module is to introduce trainees to the importance of Child Psychology and Counselling in the handling of Boys in the Junior Section.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- define Child Psychology;
- acquire knowledge biological factors in child psychology;
- explain Piaget's Theory of Cognitive Development;
- summarise the effect of family dynamics on child psychology; and
- discuss important questions that are central to child psychology.

COURSE OUTLINE

The following modules shall be discussed

- overview of child psychology and its importance;
- Physical, cognitive and Motor development;
- Theories of Child and emotional development;
- The place of child Psychology in the Junior Section;
- Factors affecting child behaviour; and
- Classifications of child behaviour

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively.

NOTES FOR THE FACILITATORS

He or She should be able to:

- explain various movements to trainees with absolute perseverance;
- demonstrate some of the movements using the trainees;
- use multi-language to communicate preferably use creole (pidgin) to communicate;
- answer all questions asked by trainees politely.

COURSE TITLE: LSC 209- CHILD PSYCHOLOGY



INTRODUCTION

It is a fact that the Boys' Brigade is an organisation that molds the character of the Boy into making him a true Christian and future leader. In handling young Boys, it is important for such officers in charge of the Junior Section in the Boys' Brigade to know the Boys as they develop. It is one of the most rewarding parts of being an officer in the Boys' Brigade. Learning how each child

views the world, teaching the child new skills, and mentoring them is part of an officers' responsibility. Psychology is a field of study that deals with the learning and behavioural systems of human and animals.

As a Boy develops, he goes through progressive developmental stages, from birth to adulthood. Also, environmental, genetic, and cultural factors can affect a Boy's development, and how quickly he progresses from one stage to the next. A child finds it difficult to explain his experiences, talk less of analysing his feelings. This is the point at which child psychology will help give highly important and valuable information on the Boy's mental, physical, cognitive, and emotional health.

To create a lasting impact on the young Boys, during the interaction in this module, participants will learn the psychological state and development stages of a Boy and apply the knowledge in handling and working with the Junior Section Boys.

Therefore, this module looks at child psychology from ages three to eleven years and its relevance to the ministry of handling the Boys within the membership of the Boys; Brigade.

What is Child Psychology?

- Child psychology is one of the many branches of psychology and it focuses on the mind and behavior of children from pre-natal development through adolescence.
- Child psychology, is the study of the psychological processes of children and, specifically, how these processes differ from those of adults, how they develop from birth to the end of adolescence, and how and why they differ from one child to the other.

- It involves looking at all possible roots to behavioral issues, including brain disorders, genetics, diet, family dynamics and stress, and then treating them accordingly
- Child psychology deals not only with how children grow physically, but with their mental, emotional and social development as well. Development refers to change or growth that occurs in a child during the life span from birth to adolescence.
- From the foregoing, child psychology brings into focus the need to understand the Boy to guide him into a useful adult life, instill positive attitudes and inculcate in him leadership traits.

Developmental Stages in a Child

- Within the age range of the Boys in the Junior Section, Boys are progressing toward adolescence and peer friendship starts. Also, they have growing sense of independence and confidence.
- Basically, there are four major stages at this level which include
 - ✓ **Social** – this is characterized by developing capacity intimate relationships and meeting other people.
 - ✓ **Emotional** – this is characterized by developing capacity for organizing his thoughts and use of deductive reasoning. The Boy thinks logically and get better at problem solving skills may have occasional temper fit of temper and get jealous. The Boy could stick to the rules. There are changes in emotional communication, self-understanding the However, it should be noted that emotions start with physical reactions. The Boy starts to understand the feelings of other Boys.
 - ✓ **Physical** – Within this age range, Boys experience growth surge with significant weight gain, muscle development and gender maturation, perceptual motor learning and physical well-being.
 - ✓ **Cognitive-** also known as intellectual development. The Boys could think and reason in concrete ways. They can take and understand other's perspectives. The Boy develops academic and problem-solving capacities.

Theories of Development of the Child

There are general principles regarding the development of the Boy. These principles are

Child development theory is the study of children's cognitive, emotional, social, physical, and behavioural growth over time. Some theories are based on scientific evidence, others are not.

Some theories include Piaget's Theory of Cognitive Development, Kohlberg's Moral Stages, Jean Piaget's Theory, Vygotsky's Zone of Proximal Development, and Lev Vygotsky's Social Learning Theory. These theories offer perspectives on child development. These theories try to illuminate areas such as cognitive theory, behavioural theory, Psychosocial and Psychosexual theories. They all

aim to shed light on the growth of a child from one level to another as well as help officers understand how to offer suitable type of condition to enhance the development of the Boy within the B.B. as an organisation.

Psychosexual Theory

This originated from Sigmund Freud with his Psychoanalytic theory. This thought came about while studying patients diagnosed with mental disorders. He understood that unconscious desires and childhood experiences influenced behaviours.

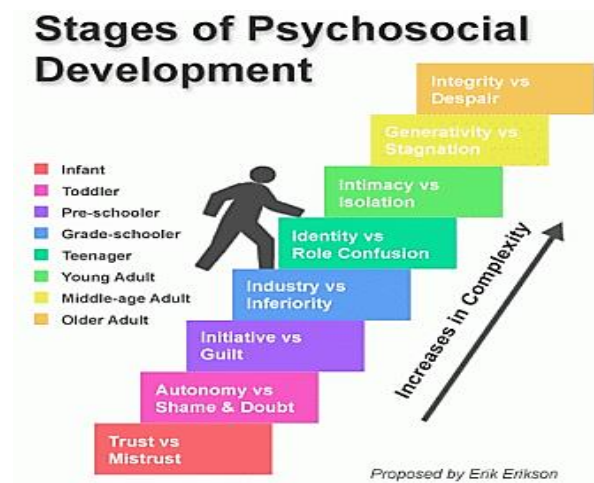
According to Sigmund Freud, conflicts that occur during each of these stages of development can have an all-time influence on a person's behaviour. Freud's psychosexual theory, explains that child development happens in a succession of stages centred on various pleasure areas throughout the body. In each phase, the child experiences challenges that plays vital role in the child's development.

According to Freud, each successful stage results in the healthy development of one's personality. It is important to solve conflicts that occur in each stage so that fixations can be avoided since they can influence the child's personality.

Psychosocial Theory

Erick Erikson developed the psychoanalytic theory which had a strong influence from Freud's theory. Psychosocial theory is an eight-phase theory that describes change and growth all through a lifetime, directing its attention on social contact and encounters that arise during different phases of development. Erick believed that interacting socially and experiencing played significant roles.

Children experience developmental conflicts at every step, which have an effect on how they operate later in life and how they continue to progress. The theory emphasizes a person's growth over the course of their entire lifespan. At every stage, a structural crisis that marks a significant turning point confronts children. Effectively dealing with the challenges of each phase leads to the occurrence of a lifetime psychological benefit.



Erik Eriksons psychosocial developmental theory

Behavioural Theories of Child Development

Early in the twentieth century, a brand-new school of thinking known as behaviourism emerged and quickly grew to dominate developmental psychology. It was once thought that for psychology to become a scientific field, it had to only study observable and quantifiable actions.

According to the behavioural perspective, every action a person takes has an impact on the environment. Many behaviourists, including B.F. Skinner and John B. Watson, maintained those relationships and strengthening processes are the only ways in which learning takes place.

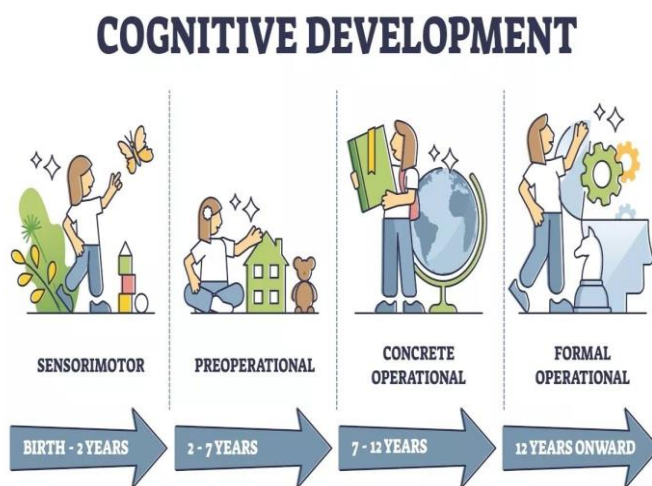
Behavioural theories emphasises on how environmental interaction influences behaviour. Growth is viewed as a response to stimuli, reinforcement, rewards, and punishments. This method of child development gave rise to the two significant learning modalities known as operant and classical conditioning. Operant conditioning employs punishment and reinforcement to alter behaviours while classical conditioning consists of learning by teaming up with a naturally occurring stimulus.

Jean Piaget's Cognitive Theory

Jean Piaget, a Swedish psychologist dominated this field of study with his Cognitive Developmental Theory. The theory focuses on the thought processes of the child. It observes how the thought processes impact on how the child interacts and comprehends the world around. This cognitive theory aims to explain and describe how mental processes and states arise. It also examines how various ways of thinking affect how we perceive the outside world and engage with it.

When studying the development of children, the order of a child's intellectual development as explained by Piaget are:

- **Sensorimotor Stage:** This is between birth and two years during which the baby's knowledge of the world is limited to motor activities and sensory awareness.
- **Pre-operational Stage:** It is between two and six years when a child learns to use language. At this phase, children are unable to mentally manipulate information.
- **Concrete Operational Stage:** This is between seven years and eleven years. At this level, a child begins to think logically about physical events but have difficulty understanding unreal or imaginary concepts.
- **Formal Operational Stage:** This is a phase between twelve years to adulthood. It is a phase when the child develops the ability to comprehend abstract ideas. Deductive reasoning, logical thought, and systematic planning also occur during this phase.



Jean Piaget's Cognitive developmental theory

Vygotsky's Sociocultural Theory

Lev Vygotsky, propounded the fundamental learning theory that has influence particularly in the field of education. Vygotsky was of the opinion that children learn actively and through life experiences. Children are able to develop and expand their abilities and scope of understanding with the support of informed individuals.

Importance of Child Psychology in the Boys' Brigade

- As Boys develop within the Boys' Brigade, one of the responsibilities of officers is to know each Boy by character and behaviour. Knowing how the Boy views the world, teaching them new skills and guiding them in processing their feelings is key.
- Understanding the psychological patterns of a Boy will help officers to:
 - i. understand how best to connect and interact with their Boy, teach their Boy mechanisms for managing emotions and help him progress and thrive in each new developmental stage.
 - ii. develop unique teaching and training techniques that apply to every Boy.
 - iii. give special attention to those who have behavioral deficits like ADHD, Autism, etc.
 - iv. identify factors affecting the growth, learning and development of a Boy.
 - v. identify the prime reason for the delay in the mental growth of Boy.
 - vi. understand and raise the Boy properly and more smoothly within the B.B. Method
 - vii. provide and develop important learning materials and environment for the Boy.
 - viii. help the Boy understand and express their emotions in a healthy, positive way.
 - ix. understand the emotional, physical, cognitive, social, and educational growth that children typically go through and
 - x. provide the officer with the knowledge of different strategies on how to tackle learning challenges

Conclusion

There are many advantages of the knowledge of child Psychology, physical and emotional development as important areas in handling the Boy. Therefore, officers of the Boys' Brigade must be conversant with Child Psychology to really make an impact as officers.

Further Reading

- Dennis M. McLarney and David W. Putwain (2017). *Development and Education*. 2nd Edition. Routledge, New York.
- Renninger, K. Ann and Irving E. Sigel (2006). *Handbook of Child Psychology*. Vol. IV, John Wiley and Sons, Inc. New Jersey.
- Shafter, David R. (1985). *Developmental Psychology: Theory, Research and Applications*. California: Brooks and Cole Publishing Company.



BASIC 3

COMPANY SECTION ADMINISTRATION

BASIC 3

COMPANY SECTION ADMINISTRATION

GENERAL PREVIEW

- The third level of the Basic training for officers is the Company Section. The modules have been strategically designed for trainee officers, especially, those who want to work with the Company Section Boys.
- The Company Section is a section in the Company for Boys over the age of 11 years to 18 years. The main activities for the Section include Christian Education and Company meetings.
- In view of the above, the goal at this level is to ensure that trainees are well grounded in the administration of the Company Section at the various Company levels.

REQUIREMENTS FOR FACILITATORS

- Facilitators for this level of training should be experienced trainers who have handled trainings for the BB. In addition, it is expected that Trainers will put to bear their experiences as officers during the delivery of lectures.
- Facilitators should use training methodologies that includes interactions, modelling experiential and case studies. Facilitators should make the lecture interesting.
- In addition, this is an adult learning, hence respect should be mutual.

COURSE OUTLINE AND CODES

S/N	COURSE CODE	COURSE TITLE
1	LSC 301	The History of the Boys' Brigade in Nigeria
	LSC 302	The Company Boy
2	LSC 303	Company Section Administration
3	LSC 304	The Company Section Boy Award Scheme, Promotion and Ranks
4	LSC 305	Christian Education and Citizenship in the Company Section
5	LSC 305	Camping in the Boys' Brigade
6	LSC 306	Company Parade Night Drill
7	LSC 307	Communication Skills
8	LSC 308	Company Finance
9	LSC 309	Mentoring in the Boys' Brigade

Basic 3 - Company Section

128 -194

- 1) The History of the Boys' Brigade in Nigeria
- 2) The Company Boy

- 3) Company Section Administration
- 4) (Promotion and Ranks)
- 5) Company Section Award Scheme
- 6) Christian Education and Citizenship
- 7) Camping in the Boys' Brigade
- 8) Company Drill / Company Parade Night Drill
- 9) Effective Communication Skills
- 10) Company Finance
- 11) Mentoring

LSC 301- THE HISTORY OF THE BOYS' BRIGADE IN NIGERIA

COURSE RATIONALE

- The History of any organisation talks about the basis for founding the organisation, the founder(s) and past events that are connected to the organisation.
- It is the body of knowledge put together for communication of and knowledge of ideologies important to the organisation.
- Therefore, in this module, trainees would be exposed to the formation of the Boys Brigade in Nigeria, the people involved in its formation and the metamorphosis of the Boys' Brigade in Nigeria.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- know the history and metamorphosis of the Boys' Brigade in Nigeria;
- acquire knowledge on the people that birthed the organisation in Nigeria;
- acquire knowledge on the spread of the organisation to other parts of the Country; and
- learn about the development of the organisation and its personnel in Nigeria.

COURSE OUTLINE

The content of this module is as follows:

- the history of the BOYS' BRIGADE in Nigeria;
- the Metamorphosis and the formation of the BB in other regions of Nigeria;
- Name and tenure of past and present Presidents and Secretaries; and
- Landmark dates of the BB.

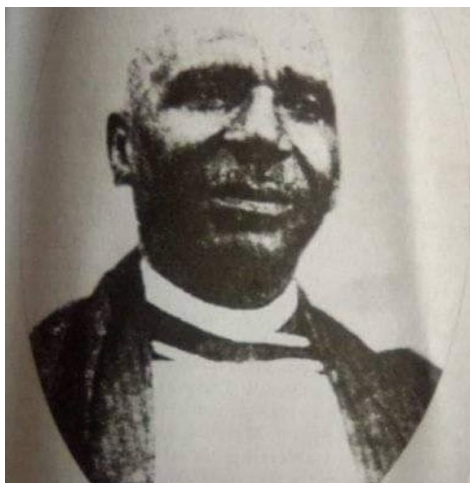
ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, trainees are expected to know off hand the milestones in the history of the BOYS' BRIGADE in Nigeria.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- narrate the history, the personalities involved and their roles.
- use effective teaching method in the delivery of the module.
- answer questions from the trainees.
- present the module using PowerPoint with embedded pictures of the milestones, areas and the pictures of the people involved with the organisation at its inception in Nigeria.



LSC 301 THE HISTORY OF THE BOYS' BRIGADE IN NIGERIA

INTRODUCTION

• The Boys' Brigade was introduced into Nigeria in 1908 about fifty-two years before the country gained its independence. As a matter of fact, the BB was introduced into Nigeria six years before the amalgamation of the Southern and Northern protectorates in 1914 and barely twenty-five years after the Boys' Brigade was founded in the United Kingdom.

- According to oral history, there had been some measure of work regarding the establishment of the Boys' Brigade in Lagos as far back in 1906 but did not blossom until the year 1908.
- This new organisation, was formally introduced by a Briton, Mr. A. W. Wakeman of the CMS Bookshop who attended the meeting of the Lagos Clergies in the early 1908.

- However, due to the newness of the organisation, some of the Priests could not understand until the Rev. T. A. J. Ogunbiyi indicated his interest to start the Boys' Brigade movement at Holy Trinity Anglican Church, Ebute Ero, Lagos while he was the Vicar.
- In his interview with the Nigerian Broadcasting Service in 1958, one of the founding members of the 1st Lagos Company, the late Chief J. O. Craig, said *"I remember in 1908, Mr. Wakeman of the CMS Bookshop, now CSS, Lagos came to us Boys of the Holy Trinity Church, Ebute Ero and started a football club with us and a few weeks' time, he introduced what is called the Boys' Brigade and trained us to become a BOYS' BRIGADE Company"*.
- On the February 13, 1908, Mr. Wakeman with the cooperation of the Rev. Ogunbiyi further established the idea of the Boys' Brigade at Holy Trinity Church, Ebute Ero, Lagos.
- The acceptability of the Organisation by the Church invigorated Rev. T.A.J. Ogunbiyi and the Boys where arrangements were made and concluded for the formal registration of the Company. Hence, on September 5, 1908, the first Boys' Brigade Company in Nigeria was registered in London, as *"The Lagos Company"* and later called *"The 1st Lagos Company"* and other Companies began to emerge.
- The first enrolment service held on Sunday, October 20, 1908 with the following as officers:
 - Chaplain – the Revd. later the Venerable T. A. J. Ogunbiyi
 - Captain - Prince Oye Akintoye; and
 - the Training Officer - Mr. A. W. Wakeman.
- Furthermore, twenty-eight (28) Boys enrolled and five (5) Officers were commissioned.
- From the beginning, the membership of the 1st Lagos Company was not limited to the Boys from the Church alone. Boys were recruited from the neighbourhood irrespective of their religion or denomination.
- These Boys were the foundation members when the B.B was established in their Churches. The Company grew to over one hundred Boys within a very short period of time.
- However, after the registration of the 1st Lagos Company, the 2nd Lagos and 4th (now 3rd) Lagos Companies were registered in 1908. These Companies were attached to Methodist Church, Olowogbowo, Lagos now known as Wesley Cathedral, Olowogbowo, Lagos and Trinity Methodist Church, Tinubu respectively.
- It is on record that the 4th Lagos Company of Trinity Methodist Church, Tinubu grew very fast with many Boys and later had its fame through brilliant performance on Band. Growing the organisation, St. Jude's Anglican Church, now Cathedral of St. Jude, Ebute Metta was registered as the 3rd Lagos Company in the year 1926.
- The first set of Officers were:

- ✓ Captain - Mr. W. T. G. Lawson
 - ✓ Lieutenants - Messrs Obasa, F. O. Bankole, Soremekun and Llyod Kumuyi
- According to an oral statement made by Olutola Dada, GCOA, there was a dark period in the formation of Brigade Companies in Nigeria after the establishment of the first three Companies due to the outbreak of the World War I between 1914 and 1918.
 - So, when in 1926, the B.B was established at St. Jude's Church, the leaders of the only four existing BB Companies who were both Anglican and Methodist met and agreed to alternate the numbering between the two denominations, bringing St. Jude's Anglican Church to 3rd Lagos Company and Trinity Methodist Church, Tinubu to 4th Lagos Company.
 - Obviously, this numbering pattern was not sustained as the next Company which was formed in 1935 (nine years after) was a Methodist Company and was registered as 5th Lagos Company attached to Williams Memorial Methodist Church, Ebute Metta.

- However, the first thirteen Companies in Lagos were registered in London. These were:

OLD COMPANY NUMBER	CURRENT COMPANY NUMBER	NAME OF CHURCH
1 st Lagos	1 st Lagos	Holy Trinity Anglican Church, Ebute Ero, Lagos
2 nd Lagos	2 nd Lagos	Wesley Methodist Church, Olowogbowo Lagos
3 rd Lagos	1 st Mainland	St. Jude's Anglican Church, Ebute Metta, Lagos
4 th Lagos	3 rd Lagos	Trinity Methodist Church, Tinubu, Lagos
5 th Lagos	2 nd Mainland	Williams Memorial Methodist Church, Ebute Meta, Lagos
6 th Lagos	4 th Lagos	St. David's Anglican Church, Okesuna, Lagos
7 th Lagos	5 th Lagos	Christ Anglican Cathedral Church, Marina, Lagos
8 th Lagos	6 th Lagos	St. Paul's Anglican Church, Breadfruit, Lagos

9 th Lagos	3 rd Mainland	Hoare's Memorial Methodist Church, Sabo, Yaba
10 th Lagos	7 th Lagos	Methodist Church, Ereko Lagos
11 th Lagos	8 th Lagos	St. John's Anglican Church, Aroloya, Lagos
12 th Lagos	1 st Surulere	Folawiyo Bankole Memorial Methodist Church, Surulere
13 th Lagos	9 th Lagos	Bishop Tugwell Memorial Anglican Church, Lagos

Table 1

- Between 1940 and 1955, the Revd. later the Rt. Revd. Leslie Gordon Vining, and who became the Bishop of Lagos Anglican Diocese and who later became the first Archbishop of West African Province in 1951 and a great enthusiast of the B.B, supported the formation of Companies within his jurisdiction.
- In 1926, the Revd. W. F. Mellor, a Methodist Minister was greatly used in the Ijebu areas. He started the 1st Ijebu Company at the Methodist Church, Sagamu now Rev. Mellor Memorial Methodist Cathedral. He was the Captain and started other Companies in other parts of Ijebu land and Western region. He made it a point of duty to administer them. He was fondly called Captain General.
- B.B continued to spread through all the areas of the Nigeria. Of great significance was the historic visit of Mr. Stanley Smith, the Brigade Secretary and son of the Founder to Nigeria in 1936. Nigeria was the only country he visited outside United Kingdom. Although, Sir William Smith could not visit Nigeria, due to his sudden death, but he knew much about the BB development in Nigeria.

DEVELOPMENT OF THE BOYS' BRIGADE IN THE WESTERN REGION OF NIGERIA

- Historically, the organisation was introduced to the Western Region by Rev. William. F. Mellor in 1926. The organization spread far and near in Igboland.
- As the Circuit Superintendent of Methodist Churches in Ijebuland, Rev.W.F. Mellor encouraged teachers serving in the mission to enlist as Officers of the Boys' Brigade. Subsequently, wherever these teachers were transferred, they propagated the 'gospel' of the Boys' Brigade. This, explains why in the Western Region.
- Methodist teachers posted to the region introduced the Boys' Brigade to many churches and schools where they served. This strategy, turned out to be a very successful strategy in spreading the BB within Methodist Churches in Nigeria. It should be noted that many of these teachers later became Clergies in Methodist Church Nigeria.
- After Ijebu Remo and Ijebu areas, the Boys' Brigade was established in Akure and Ekiti areas. The 1st Ekiti Company was registered in 1933 and connected with St. Paul's Anglican Church, Igbara-Oke near Akure.
- In 1934, Rev. W. F. Mellor started the 1st Ibadan Company attached to Methodist Church, Agbeni and the Company had its first Enrolment

Service in 1935 with Chief J. O. Ade Craig (formerly of 1st Lagos) as the first Captain.

- In September 1950, Chief Craig and Chief Olunuga registered the 2nd Ibadan Company connected with St. Paul's Anglican Church, Yemetu, Ibadan with Mr. S. A. Aderinto, a member of 1st Ibadan Company becoming the Captain and Rev. N. Olatunji as the Chaplain.
- In 1952, Rev. I.O.S. Okusanya, who had earlier served as the Curate of St. Jude's Anglican Church, Ebute Metta, Lagos, was instrumental in establishing many Boys' Brigade Companies in Akure axis within the Anglican Communion. This interest, prompted the establishment of the 2nd Ekiti Company attached to Emmanuel Anglican Church, Ado Ekiti. The establishment of this Company of the Boys' Brigade, made Anglican churches in the area to established more Boys' Brigade Companies with attendant exponential growth.
- However, the name "1st Ekiti Company" of Igbara Oke was changed to "1st Akure Company" in 1956 during the Western Regional Officers' Council Meeting. Thereafter, 1st Ekiti Company was assigned to the Methodist Church, Ifaki, which was registered in 1933 as 1st Ifaki Company under the Rev. E. J. Jones who was the Circuit Superintendent and Chaplain. Boys domiciled within and around Ifaki town embraced the Boys' Brigade with eagerness. The Company became a point through which some other Ekiti Companies were established. It is noteworthy that many of the pupils that attended Methodist School, Ifaki, returned to their villages with the news of the Boys' Brigade and invariably prompted other schools in Ekiti to become intimately involved in Boys' Brigade activities.
- In 1956, more Companies emerged even as the Methodist Church grew and two circuits were created by the church authority with Ifaki-Ekiti Circuit headed by the Rev. D. O. Babatope and Ayedun-Ekiti Circuit led by the Rev. A. O. Orekoya.

DEVELOPMENT OF THE BOYS' BRIGADE IN THE NORTHERN REGION OF NIGERIA

- The geographical areas Northern Region where the Boys' Brigade spread its development to was made up of twelve areas of the North. They were:
 - 1) Adamawa;
 - 2) Bauchi;
 - 3) Borno Provinces.
 - 4) Gombe;
 - 5) Kaduna;
 - 6) Katsina;
 - 7) Kebbi; and
 - 8) Minna;
 - 9) Plateau,
 - 10) Sardauna;
 - 11) Sokoto;
 - 12) Zaria;

- These geographical areas have been designated by the National Council as follows:

S/N	State/ Area	New Geographical Zone
1	Adamawa	North East
2	Bauchi	
3	Borno Provinces	
4	Gombe	
5	Sardauna*	
6	Kaduna	North West
7	Katsina;	
8	Sokoto	
9	Zaria	
10	Plateau	North Central
11	Minna	

* The area is in the present Taraba State
Table 2

- The first area to enjoy the BB was Zaria in the year 1935. The first Company was established by St. George's Anglican Church, Zaria. Later, the Sudan Interior Mission (SIM) which later came to be known as Evangelical Church Winning All (ECWA) spearheaded the spread of the Boys' Brigade and registered five Companies in quick succession.
- The Boys' Brigade was widely used as the vehicle for the propagation of evangelism by the Church. By the year 1940, the Boys' Brigade has had a very strong base in the Southern parts of the province. Kaduna which was very close to Zaria never had a Company of the Boys' Brigade until around 1960 and by the time the Companies were inaugurated, the strength of Boys' Brigade Companies increased and outstripped other areas. Companies were established in Dama-Kasuwa, Kaninkon, Ungwar, Fadan-Kagoma, Asso/Kyaya, Rimi, Atyap, Moroa, Kufana and Gure.
- Plateau area became familiar with the Boys' Brigade through the Kagoro Company which was greatly assisted by the Revd. T. Archbald. In 1939, Revd. F. B. Whale who was a Minister of the Sudan Interior Mission, organised the first Officers' Training Course. Some of the officers that attended were Revd. Gin Maigari, Revd. David Lot, Mr. J. Y. Lot and Mr. Micah J. Lohor.
- Between 1939 and 1940, Companies sprang up in Langtang and Panyan. One of the early Officers of the Company in Panyan under the leadership of Revd. David Lot was Mr. Haggai Tuhummang, who later became the Secretary Organiser for Plateau State.
- There were other Companies such as in Kabir and Forum Districts and all these Companies were very active in evangelism and many young Boys won to Christ.

- From Plateau, Boys' Brigade extended to neighbouring areas like Keffi, Lafia, Akwanga and to some places in Kwara like Igbaja, Sokoto and Benue. The work of the organisation in Plateau area grew so fast that by 1940 and 1945 there were new developments. As Jos was becoming the headquarters of the Sudan Interior Mission, it also made the headquarters of the first Group Council in Nigeria for the Northern provinces. Revd. A. B. Whale who had been variously described in different parts of the Northern Region as the General Co-ordinator, Brigade Coordinator, Captain Whale, Brigade Organiser, Brigade Supervisor, the Missionary in-charge of the Northern Region became the head.
- In 1941, Boys' Brigade came to Benue through Jato Aka in Turan. The pioneering churches were NKST and Qua Iboe churches. Revd. A. B. Whales was of great assistance in training and organizing Training Courses for all the Companies in the Benue area.
- Bauchi had the first Company established in the Bayara Sudan Interior Mission in 1942 while the second Company was formed in Lutheran Church of Christ in Nigeria. Mr. Nehemiah T. Sumi co-ordinated the emerging Companies for a very long time.
- In Minna/Suleja area, the first Company was in SIM, Diko, near Suleja in 1942. Revd. A. B. Whale was to also co-ordinate BB work in Adamawa area. The first Company was established in Numan area in 1944 and the second Company was formed in December 1945 in Lamorde and Imburu.
- Kano established its first Company in 1945, established by the CMS and the second Company by the SIM in 1946.
- Sokoto registered the first Company in the year 1949 but soon went into extinction before it was resuscitated, and more Companies were formed.

DEVELOPMENT OF THE BOYS' BRIGADE IN THE EASTERN REGION OF NIGERIA

- The Boys' Brigade came into the Eastern part of Nigeria around 1936. The Revd. T. A. Johnstone was very useful in establishing the organisation in the Ikot Abasi and Opobo areas.
- The first Company was inaugurated at Banham Memorial Methodist Church, Aggrey Road, Port Harcourt. The 2nd Port Harcourt Company was registered in 1939, attached with St. Cyprian's Ang. Church, Hospital Road, Port Harcourt while the 3rd Company was St. Thomas' Military Protestant Church, Rainbow Town, PH and the 4th Company was attached to St. Paul's Anglican Church, Diobu, Port Harcourt.
- The Rt. Revd. L. G. Vining who was highly interested in the growth of the BB visited the 2nd Port Harcourt Company in the 1940's and many Companies were registered in Port Harcourt between 1939 and 1958.
- In Enugu, BB was first established at St. Luke's Anglican Church, Ogui, Enugu in the year 1953 through one Engr. Priyor, an expatriate in conjunction with the Revd. W. Willet, a white Priest of All Saints' Anglican Church, GRA, Enugu. However, the first Company was registered with Wesley Methodist Church, Uwani (now a Cathedral) while the 2nd Enugu Company is connected with St. Luke's Ang. Church, Ogui and the 3rd Company was St. James' Ang.

Church, Iva Valley and the 4th Company went to St. Bartholomew's Anglican Cathedral Church, Asata, Enugu.

- More Companies sprang up in the Abasi area of Calabar where the Revd. T. A. Johnstone was very famous for his interest in the BB. As there were new Companies altogether from Calabar, Ikom, Orlu, Okigwe, Aba, Onitsha, Abakaliki and Owerri areas, there was the need to put in place an administrative system for the proper co-ordination of BB activities. Mr. A. J. Udo was very helpful in bringing this vision into reality and by the year 1958, he was already a full time Secretary/Organiser for the Eastern Region. The Revd. J. O. David also became the President of the Eastern Nigeria Council with the support of other officials such as the Revd. A. O. Oji and the Revd. O. Mbila who together worked tirelessly to build a very virile Council.
- It has to be noted that the growth was not that very fast initially but by the 1960's the Eastern Nigeria Council was already as strong as the Western and Northern Councils in terms of viability.
- Churches like the Methodist, Anglican, Presbyterian and Qua Iboe were very fast in embracing the BB in the Eastern area of Nigeria.

THE HISTORICAL VISIT OF STANLEY SMITH TO NIGERIA

- The visit of Stanley Smith received a very wide publicity amongst the Companies in Nigeria. Thus, all hands were on deck to receive the "World Secretary". His visit, which was facilitated by Rev. W. F. Mellor in conjunction with the Brigade Executive in United Kingdom, became a great source of encouragement to the Boys and Officers in Nigeria.
- Mr. Smith travelled extensively and was impressed by the zeal of the members. His visit was largely within the Western Region as there was no Company in the North until 1935 and none in the East until 1936.
- On behalf of the BOYS' BRIGADE in Nigeria, the Alake of Egbaland returned the visit later in the year to Abbey House, London with the glamour of Nigerian royal hood. Many Companies were established in the length and breadth of the Western Region.
- However, the need for a central coordinating body was expedient, so some leading Officers in the Western Region and Lagos Group Council interacted and networked to establish a common body. In response to this, on September 9, 1952, the Western
- Regional Council of The Boys' Brigade was inaugurated with Lagos as part of the administrative structure.
- The following were the first set of the regional officials:
 - 1) The Rev. W. F. Mellor - President
 - 2) The Rev. Canon I. O. S. Okusanya - Vice President
 - 3) Mr. Daniel MacMillan - Organizing Secretary
- However, in 1956, a new set of officials were appointed. They were
 - 1) The Ven. I. O. S. Okusanya - President

- 2) Mr. S. O. Marayesa - Organizer – later Very Revd.
- 3) Mr. Daniel MacMillan - Training Secretary
- This was the arrangement until 1961 when the National Council was inaugurated.
- In 1956, Mr. R. L. Rawson, the Secretary of the International Committee of the Boys' Brigade visited Nigeria to assess the BB progress in Nigeria. By this time, the Boys' Brigade had become a force to reckon with in the different regions in Nigeria; with Mr. MacMillan as the Training Secretary for the whole of the South, stationed in Lagos, while Rev. G. C. Hewitson was the Organizing Secretary for the Northern Region, stationed in Jos.
- By 1960, the Eastern Region of the Boys' Brigade was already in existence with Mr. J. Asuquo Udoh as the full time Organizer stationed at Umuahia; while Mr. S.O. Marayesa stationed at Ibadan.

EMERGENCE OF THE NATIONAL COUNCIL OF THE BOYS' BRIGADE NIGERIA

- On April 19, 1961, five men held a very important and historic meeting at the Headquarters of the Sudan Interior Mission (now ECWA), Ilorin. The meeting, after passing through a lot of processes birthed the National Council of the Boys' Brigade Nigeria.
- The five men who held the meeting were:

S/N	NAME	POST HELD
1	Mallam Gwamna (The Chief of Kagoro)	Vice President, Northern Nigeria Council
2	The Ven. I. O. S. Okusanya	President, Western Nigeria Council
3	Rev. G. C. Hewitson	Organizing & Training Secretary, Northern Nigeria Council
4	Mr. S. O. Marayesa	Organizer, Western Nigeria Council
5	Mr. D. MacMillan	Organizing & Training Secretary, Southern Nigeria Council

Table 3

- The outcome of the meeting, led to the appointment of Mr. Sam. Ola. Marayesa as the National Secretary of the Boys' Brigade Nigeria effective July 1, 1962, while Mr. T. Ade Adara (later Revd) was appointed to take over from him as the Organiser, Western Region.
- The second National meeting which took place at the Sudan Interior Mission Bible School, Angwa Takwa on February 14, 1962. The meeting approved the recommendations on the appointment of the National Trustees and registration/incorporation of "the Boys' Brigade Nigeria" under the Land Ordinance - Perpetual Succession. In addition, the National Constitution for the Boys' Brigade Nigeria was adopted.
- The following personalities were appointed the first set of Trustees of the Boys' Brigade Nigeria:
 1. The Right Rev. Adelakun W. Howells - Anglican Bishop of Lagos
 2. The Rev. Amos S. Solarin - Chairman, Lagos District, Methodist Church Nigeria

3. Rev. G. N. Maigari

- Chairman, Council of
Evangelical Churches,
Northern Nigeria.

- In 1962, a National Headquarters Building Appeal Fund Committee was constituted to raise £10,000 for the project. The group of eminent people was also saddled with the membership of the BOYS' BRIGADE National Finance Committee, with:
 - ✓ the Rt. Rev. A. W. Howells as Chairman;
 - ✓ the Rev. A. S. Solarin as Vice Chairman;
 - ✓ Mr. C. O. Odugbesan as Treasurer; and
 - ✓ Mr. S. O. Maraiyesa as Secretary.
- After the death of Bishop Adelakun W. Howells, his successor as Bishop of Lagos, Rt. Rev. S. I. Kale replaced him as a member of the Trustee in 1963. At the 1964 National Council Meeting, a Standing Committee was put in place where he was made the Chairman of the Finance & Standing Committees.
- As B.B spread in different parts of the country, there was no central administration. However, in April 1962, a meeting was convened at SIM Guest House, Ilorin. At the meeting, it was agreed that the National Council of the Boys' Brigade, Nigeria be inaugurated. Initially, it was called the National Committee of the Boys' Brigade, Nigeria
- At the 6th National Council Meeting held in Jos, on June 1965, the Rt. Revd. I. O. S. Okusanya, the then Bishop of Ibadan Diocese, Anglican Communion was elected the first National President of the Boys' Brigade Nigeria.
- He was in the saddle till he retired in 1972. After his retirement, the Hon. Justice George Baptist Ayodola Coker who was the President, Lagos State Council was elected as the National President.
- Justice George Baptist Ayodola Coker served in that capacity until his death in February 1991. Thereafter, Chief Emmanuel Etim James was elected at the National Council meeting held at Hope Waddel Training Institute, Calabar, Cross-River State in 1992. His death in the year 1994 led to the election of a new National President, Dr. Recab Eleazar Bongi. Dr. Recab Eleazar Bongi served until a new election that brought in Prof. E. J. Chutta in September 2004 held at the Institute of Church and Society, Ibadan, Oyo State.
- The Revd. S. O. Maraiyesa who retired as the National Secretary on December 31, 1980 statutorily was replaced by the Revd. Asuquo John Udoh, a Methodist Church minister effective January 1, 1981.
- In 1987, the Revd. Nanchang Nimyel Nanyak was appointed the National Secretary. However, he resigned his appointment in April 1996 creating a vacuum until 1998 when the Revd. Ezekiel Olusegun Babatunde was appointed to serve as the National Secretary with effect from July 1, 1998.
- The Revd. E. O. Babatunde resigned his appointment in the year 2002 and the National Public Relations Officer, Dr. Tiwatope Adeleye Elias-Fatile became the Acting National Secretary. He acted for one year after

which Mr. Matthew Tamuno Osika was appointed as the Acting National Secretary with effect from year 2003 and for a year.

- Thereafter, Mr. Samuel Akhange took over from September 2004. In 2005, Mr. Arastus B. Mbamoh became the Acting National Secretary in the year 2005.

LIST OF PAST AND CURRENT NATIONAL PRESIDENTS AND SECRETARIES

A – Presidents

S/N	NAME OF PRESIDENT	YEAR SERVED
1	The late Rt. Revd. I. O. S. Okunsanya	1962 - 1972
2	Late Hon. Justice G. B. A. Coker,	1975 – 1991
3	Late Chief Emmanuel Etim James	1992 - 1995
4	Dr. Recab Eleazer Bongji	1995 – 2004
5	Professor E. J. Chuta, KSC	2004 – 2010
6	Hon. Prince Yandev Amm'a Bai	2010 – 2016
7	Sir Sunday Nnamdi Nwosu KSS	2016 to 2022

Table 4

B – Secretaries (both Substantive and Acting)

S/N	NAME OF NATIONAL SECRETARY	YEAR SERVED
1	The Late Revd. Samuel Olu. Mairayesa	1962 – 1980
2	The Late Revd. Asuquo J. Udo	1981 – 1986
3	The Revd. Nanchang Nimyel Nanyak	1986 – 1996
4	The Canon Dr. Ezekiel Olusegun Babatunde	1998 – 2002
5	*Canon Dr. Tiwatope Adeleye Elias-Fatile	2002 – 2003
6	*Mr. Tamuno Matthew Osika	2003 – 2004
7	*Mr. Samuel Akange	2004 – 2005
8	Mr. Arastus B. Mbamoh	2005 – 2014
9	*Mr. Sunday A. Malgwi	2014 – 2016
10	Mr. Sunday A. Malgwi	2016 to date.

Note: * Served in Acting capacity

CURRENT DEVELOPMENT IN NIGERIA

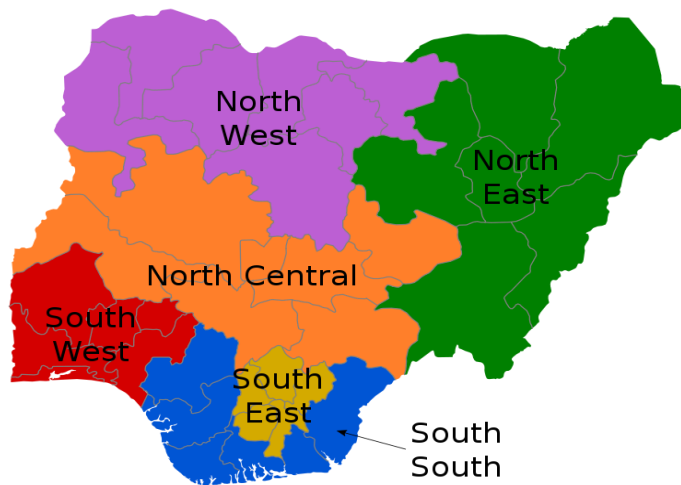
Formation of Denominational Brigades

- The Boys' Brigade Nigeria has come a long way both in growth, development and sustainability. This no doubt is attributable to the quality of leadership if the organisation at all levels of the organisation.
- Over a period of time, denominational Brigades were established with the sole aim of advancing Christ Kingdom within their

denominations and to ensure that Brigades within these denominations keep to the doctrinal standards of their denominations.

- However, the establishment of denominational Brigades brought along with it challenges relating to the relationship of these denominational Brigades with the main stream Brigade thereby creating some sort of misunderstandings. Furthermore, it brought about replication of activities done especially by the State Councils. In some other areas, some of the people involved, see their denominational Brigade as an avenue to nominate office Bearers at the State or Battalion levels.
- In addition, some of the personae of the denominational Brigades sees the denominational Brigades as competitors to the parent Brigade. Unfortunately, some of the officers involved had served at the various levels had some issues bothering on abuse of power, financial impropriety and recognition.
- These developments, brought acrimony and discord into the system. Unfortunately, in the National Constitution of the Boys' Brigade, there is no place where the relationship and roles of denominational Brigades is explicitly stated.
- Currently, the following are the denominational blocs in the Brigades:
 - 1) Association of Methodist Brigades
 - 2) Anglican Communion Brigades
 - 3) The Presbyterian Brigades
 - 4) Association of Catholic Brigades
 - 5) TEKAN – Evangelica Church of
 - 6) Christ Apostolic Church Brigades
 - 7) Cherubim and Seraphim Church Brigades
 - 8) Church of Christ in Nations Brigades (COCIN)
 - 9) HEKAN, NKST, EKST, and EYN Churches, Qua Iboe etc.
 - 10) Brigades in Military Formations.

Figure 1



CONCLUSION

- This presentation has given the history of the Boys' Brigade in Nigeria, provides a very rich knowledge of the development, growth and achievements of the organisation in Nigeria.
- It also gives a view of the formation of denominational Brigades and their impacts.

LSC 302- COMPANY SECTION ADMINISTRATION AND PROGRAMME PLANNING

COURSE RATIONALE

- The Company Section is a part of the Boys' Brigade Company for Boys that are between the ages of 11 years to 15 years old. This group of Boys have their own programmes based on the four elements of the Boys' Brigade
- The Boys can get involved in anything from helping other in their locality but also outside. There are opportunities for the Boys to go on camping.
- In view of the above, this aim of this module is to bring to fore the concept of programme planning and management for the Company Section Boys in the Boys' Brigade. It is therefore expected that Officers would have understanding of the elements and factors required in programme planning.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know the requirements for planning programme and activities for the Company Section;
- acquire knowledge the components and factors to be considered when planning activities for the Company Boys;
- learn about the Line and Staff duties in the Company Section.

COURSE OUTLINE

The content of this module is as follows:

- concept of company section administration;
- methods of administering a company section
- duties and responsibilities in the company section

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- explain in details the role of the Company Section Boys in the Company.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainees.
- present the module using PowerPoint with embedded pictures.

LSC 302 COMPANY SECTION ADMINISTRATION AND PROGRAMME PLANNING

INTRODUCTION

- The Company Section is a part of the BOYS' BRIGADE Company for Boys that are between the ages of 11 years to 15 years old. This group of Boys have their own programmes based on the four elements of the BOYS' BRIGADE
- The Boys can get involved in anything from helping others in their locality but also outside. There are opportunities for the Boys to go on camping. The main activities in the section are Christian education, leadership and promotion schemes. They can also get involved in rendering social service.
- The Boys in the Company section are led through the ministry of the BOYS' BRIGADE in which they discover their true personality.
- The Company and Senior Section programmes are predicated

DEFINITIONS OF CONCEPTS

♣ Company Section in the B.B

- The meaning of the word Company connotes fellowship, association, an assemblage of persons for social purposes. A companion or companions are a number of persons united or incorporated for joint action(s).
- In the military, it is a sub-division of an Infantry Regiment or Battalion, commanded by a Captain.
- Therefore, in the Boys' Brigade, a Company Section is a group of Boys within the range of 11 years to 15 years old. The Company Section allows individual Boys to take part in activities and to have a chance to build friendship.

♣ Administration

- It is the process of administering an organisation by a group of people. Basically, it is concerned with the formulation of the objectives, plans and policies.
- Heiman defines administration as overall determination of policies, setting of major objectives, identification of general purposes and laying down of broad programmes and projects.
- The task of administration is to determine the objectives and policies of the section. Administration may be compared to the brain of the human body because its activities relate to the thinking process and decision making especially for the Company section.

What is Company Section Administration?

- This is a question every officer must be able to answer. Administration of the Company Section is quite different from the administration of the entire Company.
- Therefore, administration of the Company Section *is the act of determination of plans, setting of major aims, planning of broad programmes and projects for Boys in the Company Section with a view to achieving the purpose of the Section.*
- It must be noted that the administration of the Section starts from the division of Boys into squads with Squad Leaders and with the help of Officers in Charge.
- In other words, administration of the Company Section involves:
 - 1) planning;
 - 2) organising;
 - 3) budgeting and managing resources;
 - 4) directing; and
 - 5) controlling ofprogrammes of activities for the Company Section by those saddled with the responsibility.
- It must be noted that a good Company Section administration will ensure the success of that section within the Company.

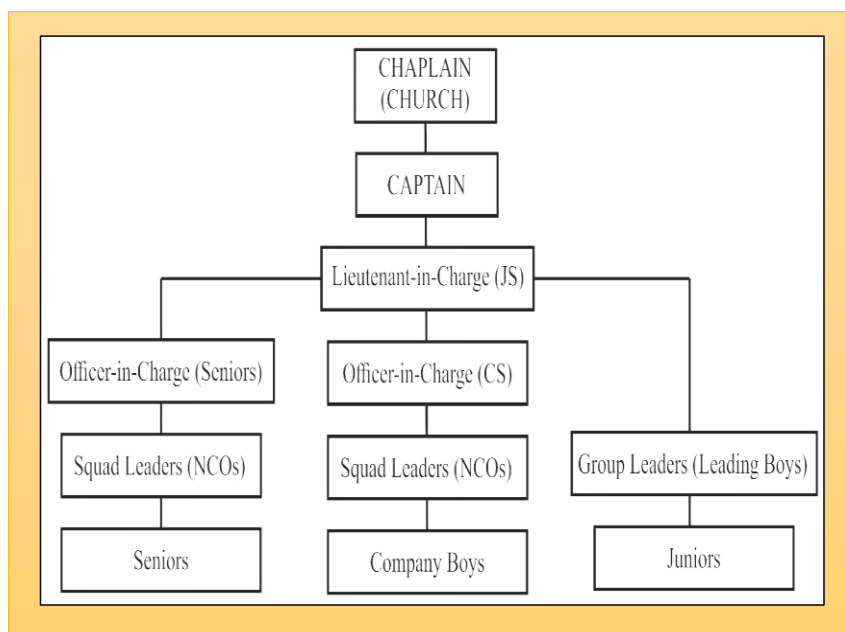
The Roles of Squad Leaders in the Administration of a Company Section

- The Captain and other Officers run the Company, but the Company Sections are managed with the appointments of Squad Leaders and the Officers in Charge of the Squads.
- Squad Leaders are Company Sections Boys appointed to lead a team of Boys in the Squad. It is a position of responsibility.
- The Squad Leaders have the responsibilities to their squad members beyond giving them orders while at the Company meetings or drills.
- Their roles include
 - 1) enforce discipline and ensure that members of their squads keep to the rules and regulations of the Boys' Brigade.

- 2) dissemination of information from the leadership of the company to members of the squads. members in carrying out activities
- 3) sees to the well-being of his members through effective communication.
- 4) communicate timely and accurate report on members of the squads.

- 5) must set examples to be followed or emulated by members of his squad.
- 6) must create an inspiring team environment.
- 7) motivate team members.

- However, Squad Leaders will succeed if they have the support of the officer in Charge of the Squad and the Company Captain.
- The Structure of an organisation gives the outlines of how activities are directed in order to achieve set objectives.
- Below is the structure for a Company Section in a BOYS' BRIGADE Company.



Structure of the Company Section
Figure 2

COMPANY STAFF AND DUTIES

Having nominated the Officers; the Church usually leave them to look after the running of the Company"

- **Captain** – the Captain is the Team Lead. The Captain is responsible for giving the Company good leadership. The work of the Captain requires a whole hearted dedication. In addition, the Captain is responsible for all the Sections and reports to the Church through the Chaplain.
- Within the Rules and Regulations, the Captain may appoint a Company Secretary, Financial Secretary, Treasurer, Games Officer and Publicity Secretary, etc. Remember that all officers must be adequately trained.
- Ensure that the weekly Company meetings are held regularly.
- Seek the- opinion of the Team members before any programme is drawn for the year. Always plan in advance before the beginning of a new Boys' Brigade year
- **Lieutenants/ Warrant Officers**- these officers must be enthusiastic and willing to serve. They can be appointed to serve as the Company Secretary, Treasurer or Junior Section officers. There should be one lieutenant to every ten Boys in each section of the Company.
- Staff Sergeants and NCO's help officers with the work of the Company Section. They can only serve in the Junior Section.

Avoid clash with the National, State, Battalion and Denominational Fellowship Programmes.

Conclusion

Effective company section administration and programme planning will enhance the full participation of the Boys within the Section. Any sloppy arrangement and non- involvement of the Boys in programmes affecting them will cause apathy and such programme may not actualize its purpose.

Further Reading

The Boys' Brigade, (1971.) *Manual for the Use of Officers*. Parsons' Green, London.

The Boys' Brigade, *Officers Handbook*. Parsons' Green, London.

LSC 303- THE COMPANY SECTION BOY AWARD SCHEME, PROMOTION AND RANKS

COURSE RATIONALE

- ♣ One of the methods used in motivating Boys to achieving greater heights is promotion where Boys are encouraged to accept leadership responsibility as Non-Commissioned Officers (NCOs) to run the Company. Those to be promoted are carefully chosen.
- ♣ Promotion have been used to play a major role in Company administration by bringing up leaders that will run Companies
- ♣ Therefore, in this module, participants would be exposed to the promotion, ranks and awards system in the Boys Brigade. It is expected that trainees would have a clear understanding on the procedures for the awards and promotion.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- ✓ know the meaning of promotion and ranks in the Boys' Brigade;
- ✓ acquire necessary expertise in the procedure for badges and awards as enshrined in the BOYS' BRIGADE manual;
- ✓ know the factors to be considered before promotion is done;
- ✓ identify the various categories of badges and awards. And Control and wearing of Badges.

COURSE OUTLINE

The content of this module is as follows:

- what is promotion?
- what is promotion and ranks in the Boys' Brigade?
- concept of non-commission officers (NCOs)
- award schemes in the Boys' Brigade and types of schemes
- keeping of records of Boys and presentation of the awards

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and its relevance to trainees.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainees.
- present the module using PowerPoint with embedded pictures of the ranks and the Badges.

LSC 303 THE COMPANY SECTION BOY PROMOTION, RANKS AND AWARD SCHEME,

INTRODUCTION

- ♣ In 1883, William Alexander Smith and his two associates formed a Brigade to help develop the work of their Mission Sunday School in Glasgow. Since then, the society has changed, and the Boy has changed.
- ♣ The pursuit towards the realisation of the object of The Boys' Brigade is actually hinged on the award and promotion scheme which are predicated on the essential Christian principles and method of the Boys' Brigade.
- ♣ These methods used in motivating Boys to achieving greater heights is promotion where Boys are encouraged to accept leadership responsibility as Non-Commissioned Officers (NCOs) to run the Company. Those to be promoted are also carefully chosen.
- ♣ Promotion and awards scheme have been used to play a major role in Company administration by bringing up leaders that will run Companies

WHAT IS PROMOTION?

Promotion is:

- i. the act of advancement. In terms of a career, a promotion refers to an advancement of an employee in rank or position in a hierarchical structure.
- ii. an act of raising someone to a higher or more important position or rank.
- iii. An improvement in the prestige, position and responsibilities of a person within an organisation.
- iv. implies a progression upward in rank to higher position in the organization.

From the above statements, *promotion in the Boys' Brigade is an advancement in the prestige, position and responsibilities of a Boy based on*

his performance within the Boys' Brigade Company during a particular Brigade session.

Promotion represents the ultimate accomplishment for some Boys which they achieve through hard work and good performance.

THE PURPOSE OF PROMOTION IN THE BOYS' BRIGADE

The purpose of promotion in the Boys' Brigade is to:

- 1) motivate the Boys to achieve more and improved performance;
- 2) develop leadership skills in the Boys as part of the strategies for personal development;
- 3) attract and retain the Boys within the organisation;
- 4) recognise and reward the efficiency of the Boys in carrying tasks and responsibilities within and outside the Company;
- 5) build loyalty, boost morale and a sense of belongingness in the Boys;
- 6) encourage Boys that have excelled in the various activities within the company within a given year and have merited to be elevated to the next higher rank.

DYNAMICS TO BE MEASURED FOR PROMOTION OF THE BOYS

- ♣ When considering promoting for the Boys, the following dynamics must be considered. These dynamics are:
 - 1) what is the age of the Boy to be promoted – the minimum age for promotion is 14 years?
 - 2) is the Boy punctual at company meetings?
 - 3) does he exhibit good Christian character?
 - 4) does he have the ability and capability to lead other Boys?
 - 5) how does he conduct himself at school, home and church?
 - 6) is he an honest Boy?
 - 7) is he committed to the company, its activities etc.?
 - 8) is he friendly and cheerful?
 - 9) can he make informed decision?
- ♣ However, officers must not promote Boys until they are known well enough and to judge whether they will make NCOs.
- ♣ Promotions should not be based on primordial sentiments. Instead, it must be done on merit.
- ♣ When you make first promotions appoint Boys as Lance Corporals and not to higher ranks.

WHAT IS RANK?

- ♣ Ranks are positions in the hierarchy of any organisation especially in the military, para-military and uniformed organisations such as the Boys' Brigade.
- ♣ Rank is someone's status or position, especially in the society or organisation.

- ♣ In the Boys' Brigade, there are four ranks within the Non-Commissioned Officers (NCOs) ranks. Each is awarded to Boys at the recommended age and after reaching a certain standard of leadership.
- ♣ Non-Commissioned officers in the Boys' Brigade are Boys who are promoted to assist in the running of the Company. One of the highest honours is to elevate a Boy to the rank of a Non-Commissioned Officer. The Captain after discussions with the other Officers appoints the NCOs.
- ♣ The Non-Commissioned Officers' ranks are:
 - ♣ **Lance Corporal**
The first rank after being a private. Lance corporal must be at least 14 years old. Lance Corporals wear a one-barred white chevron on the right arm
 - ♣ **Corporal**
The rank above Lance Corporal. The minimum age is 15 years. Corporals wear a two-barred chevron on the right arm.
 - ♣ **Sergeant.**
This is the rank above Corporal. Do not appoint a Sergeant until the company has been enrolled after some years. Sergeants wear three -barred chevron on the right arm. The minimum age for promotion is sixteen years (16) old.
 - ♣ **Staff Sergeant**
 - This is the highest rank for a Non-Commissioned officer. They act within the Company as officers and do not stand in the ranks.
 - This rank is awarded to a Boy after attaining a minimum age of seventeen years old.
 - However, they are Boys and can participate in the activities of the Company section and still earn awards and badges.
 - They wear four (4) barred chevron with the point upward on the right arm, with a brown leather shoulder -belt and a special filed service cap with badge on the left of the cap.

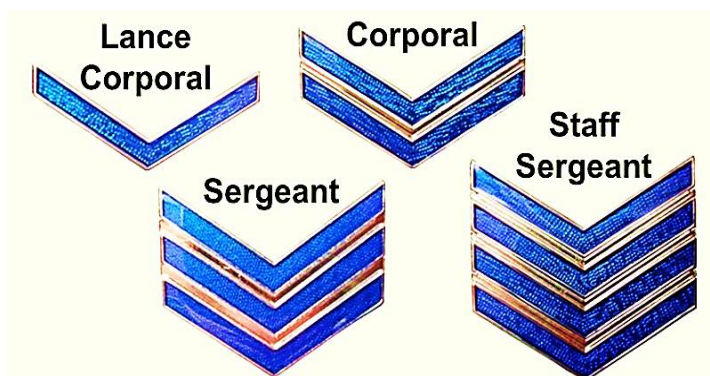


Figure 3 - AWARD SCHEME

- ♣ It is no gain saying that B.B is designed to achieve far more than its contemporaries. One of the steps used in achieving keeping the organisation alive is the continuous training of Boys in various areas that propels them for greater heights is the Award Schemes and Badges.
- ♣ For every effort, there should be incentives to encourage participants to do more. The award scheme in a Company Section, is a continuation of the achievement scheme undertaken at the Junior Section level.
- ♣ There are several categories of awards in the Boys' brigade Scheme and each Boy can gain the awards as discussed hereunder.
- ♣ The awards which may be gained in the Company Section are:

♣ **Target Award**

- This is given to Boys in their first session and who are regular at company meetings. Bible Classes or Sunday Services that have knowledge of all various parts of training in the company.
- To keep the interest of the Boys, the awards is divided into two parts Target 1 and 2. Target 1 could gained within the first six months a Boy joins the Section and this serves as an incentive for Target 2

- The outline of the topics for Target award are:

Target 1	Target 2
B.B Knowledge- History, object and motto	Boys' Brigade knowledge- History of local, state and National
Uniform	Squad drill
Elementary Drill	Christian Education
Christian Education	Service
Hygiene and common accidents	Physical Activity
Educational Interest	Introduction to specialised awards
Physical Activity	

Table 5

The award is open to all Boys as soon as they join the Company and for his first session in the company section.

♣ **Specialized Award**

- As the name connotes it is special. Boys are allowed to make their choices on what to undertake in any of the four areas. These awards are introduced to the Boys in their second session in the Company or Senior Sections. It has three stages

- Each subject is divided into three stages to allow the Boy have time for other things such as school, home and self. It also affords him adequate time to learn and understand the subject matter.
- Training for some awards is done outside the Company and B.B could not have full control of time, though the Officer should discuss with the teacher when the Boy is expected to finish because time is part of the criteria, progression is observed in awarding points than proficiency.
- There are twenty-four (24) awards divided into three stages. On the completion of stages 1 and 2, a certificate is presented while a medal is presented on the completion of stage 3.
- On the completion of the training the Boy is given an award. All activities toward gaining the award must be approved by the State Council or Battalion Council.
- The recognised awards in this category are:
 - i. Art
 - ii. Athletics
 - iii. Band awards
 - iv. Camping
 - v. Canoeing
 - vi. Christian education
 - vii. Communication
 - viii. craft
 - ix. Drill
 - x. Drummer's badge
 - xi. Expedition
 - xii. First-Aid,
 - xiii. International relation,
 - xiv. Naturalist,
 - xv. Safety,
 - xvi. Sports man,
 - xvii. Swimming etc.
- It is very apt for officers to note that all specialised awards are arranged in stages and at the completion of a stage, the Boy gains a badge.
 - First Stage – Bronze Badge – supervised and awarded by the Battalion.
 - Second Stage- Silver Badge awarded by the State Council.
 - Third Stage - Gold badge awarded by National Council.
- Senior section Boys can take part in the special award scheme such as President's, Governor's and Chairman's Awards.

♣ **Service Award**

- The service award is given for:
 - ✓ loyalty,
 - ✓ steadfastness; and
 - ✓ good conduct. In the Company Section, it is indicated by the number of year(s) spent in the Company.
- ♣ It is pertinent to know that the Programme of Activities of the Boys' Brigade are woven round Badge Award classes. Therefore, the Boy must show keenness in and knowledge of the subject.
- ♣ **Ceremonial awards**
These are awards given to appreciate merit and honour. The ceremonial awards can be administered and awarded by Companies, Battalion Councils, State Councils and National. Such an award could be long service award for an officer or Boy, Patrons awards etc.
- ♣ **KEEPING OF RECORD BOOK FOR AWARDS FOR THE BOYS**
A general record book is kept for all participants, while class cards are issued to the Boys. The trainer endorses the card and on the completion of the class and assessment, the Boy is given the award.
- ♣ **PRESENTATION OF AWARDS**
The awards should be presented to the Boys in the presence of their parents either at the Parents' Evening or during Church Service. This will spur the congregation of the church in which the Company is attached to appreciate the work of the Boys' Brigade

♣ **WEARING BADGES**

Badges must be worn and positioned midway between the shoulder and the elbow. Below table shows the arm for the wearing of badges.

	TOP ROW	MIDDLE ROW	BOTTOM ROW
LEFT ARM	President's.	Governor's Chairman's	Junior Section service Badge, Company Section service badge

RIGHT ARM	Target Awards	Additional Rows	
		Specialized awards (worn in alphabetical order not more than seven in a row	

♣ Table 6 - wearing badges



Figure 4

CONTROL OF AWARDS

The control of awards is the prerogative of the Battalion Councils while the design of the badges and formulation of the outlines is that of the State or National Councils.

CONCLUSION

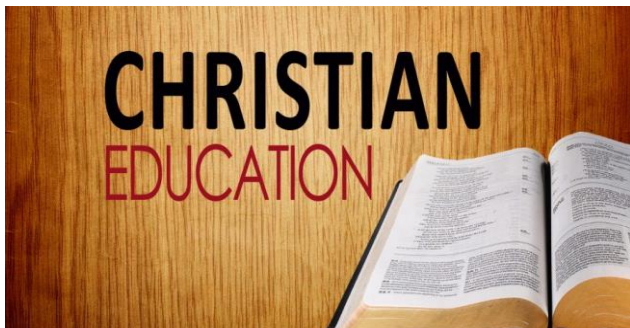
- ♣ The system of Non-Commission Officers in The Boys' Brigade is of great benefit in facilitating the organization of the company, and in developing, the powers of leadership and the character of the Boys selected as NCOs.
- ♣ Officers will find it beneficial to the company to make the fullest possible use of the right Boys for promotion.



Figures 5 and 6



158 | Page



LSC 304 **CHRISTIAN EDUCATION AND CITIZENSHIP IN THE COMPANY SECTION**

COURSE DESCRIPTION

The purpose of this course is to provide an overview of the role and importance of Christian education in the ministry of the Boys' Brigade. The emphasis of this course, is to give officers and leaders of the 'Boy' the need for the Boys' Brigade to keep to the importance one of its pillars, especially in developing Christian character.

COURSE OBJECTIVES

At the end of this course, participants will be able to:

- define the Christian education, its philosophies and principles;
- describe the various methods of Christian education;
- mention the importance of Christian education to the ministry of the Boys' Brigade;
- appreciate the place of Christian education; and
- discuss the biblical implication of Christian Education.

COURSE CONTENT

- introduction
- concepts and objectives of Christian education
- principles, importance and methods of Christian education
- Christian education in the Boys' Brigade
- Conclusion

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR FACILITATORS

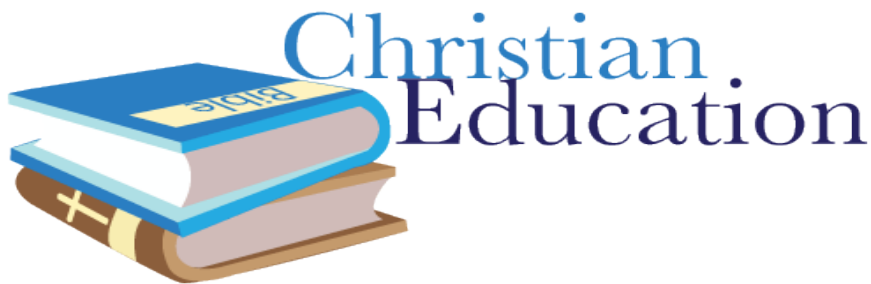
Facilitators should be able to:

- relate the relevance of Christian education to the ministry of the Boys' Brigade to the trainees.
- use verbal cues during the delivery of the course.

- answer questions bothering the trainees.
- present the module using PowerPoint with inserted pictures.

METHODOLOGY

The course will adopt a variety of teaching and learning methods including lecture, small group research and discussion.



LSC 304 CHRISTIAN EDUCATION AND CITIZENSHIP IN THE COMPANY SECTION

INTRODUCTION

- One of the twin pillars of the Boys' Brigade is religion. The Boys' Brigade sees this as its primary objective is to ensure that no young person will ever live without having heard and responded to the good news of Jesus Christ. This is central to the existence of the Boys' Brigade as an organisation.
- The Boys' Brigade is a Christian organisation which started from the Sunday school led by Williams A Smith. He, thought that Sunday school pupils would be disciplined if they learn drill and become soldiers of Christ.
- The purpose of the founder, was to lead young Boys to Christ, to receive him as their lord and Saviour through their personal and group study of the bible. Hence, the stated object of the Boys' Brigade which: is to advance Christ kingdom among Boys and the promotion of habits of:
 - Obedience –Gen. 6:8; Joshua 1:7-8; Heb.13:17
 - Reverence –Gen. 17:3
 - Discipline - Lev. 20:26; psalm 119:7; Prov.3:11
 - Self-Respect –

These are implemented through the Bible Study Class and devotional periods.

CONCEPTS AND APPROACHES TO CHRISTIAN EDUCATION

- Education to many people is simply going to school to get a certificate. However, education is not going to school, but, a conscious acquisition of knowledge and skills aimed at changing the human behaviour.
- It could mean a gradual process of acquiring knowledge through study or imparting the knowledge by way of instructions or some other practical procedure.

- Therefore, education brings positive changes in human life and behaviour. The education, could be formal, non-formal or informal
- The Bible sees education as a process of – instructing(train) a person to live by and with it. The concept of the Bible is not only to train but to inculcate discipline.

▪ **TYPES OF EDUCATION**

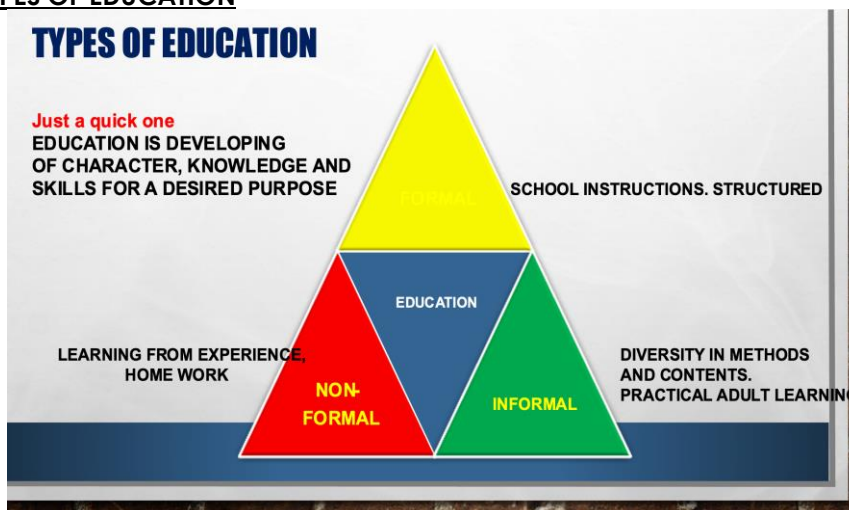


Figure 11

- **So, what is Christian Education?**

Christian Education is:

- ✓ the process by which persons (Boys) are confronted with and controlled by the Christian gospel (Vieth, 1947).
- ✓ it involves the effort of the Christian community to guide both the young and adult person toward an ever-richer possession of Christian fellowship.
- ✓ it is allowing Christ to be formed in you through the power of the holy spirit. **IT IS CHRIST IN YOU.**
- It is attending to and cooperating with the activities of God and others with the intention of fostering right rapports with God and men.

OBJECTIVES OF CHRISTIAN EDUCATION

The objective of Christian Education is to:

- teach Bible as inspired word of God and to develop the right attitudes in the learner;

- teach the basic doctrines of the bible;
- encourage learners towards self-development, discipline and responsibility;
- impart in the learner, the mind of Christ towards godliness and sin and how to overcome it; and
- lead the learner to deciding of confessing Christ, obey and do the will of God.

CHRISTIAN EDUCATION IN THE BB

The overriding purpose of Christian Education is to help the Boy to gladly obey the Lord Jesus Christ. Christian Education in the B.B., amongst other things, helps the Boy in the following ways.

- 1) Understanding of his Creator (God) and to share his joy with God himself.
- 2) Learning how to think; to construct good questions, to formulate true answers, to observe carefully, to analyse, to remember, to recall useful information, etc all through the power of the holy spirit.
- 3) Recognising himself as an individual and to help him understand his purpose in life.
- 4) Helping the Boy to make informed decisions in obeying god's will in executing human affairs and having access to god's wisdom in knowing which decisions to make.

Despite all the above, each church is responsible for deciding the way Christian Education should be given to the Boys within its fold. The Chaplain should be fully consulted in planning the class, but in most cases, he will leave the captain to be responsible for the actual running of the class.

Usually, the Christian education takes place in the afternoon of Sunday and regular attendance is a condition of membership. It is desirable for officers to lead the teaching of the Bible Class. It is also an opportunity for officers to help Boys to understand something of the wonder of the love of God, to trace the workings of his providence in the history of men and nations, to discover for themselves that the only true way of life is Christ's way and that he alone can satisfy the deepest needs of the human heart.

BIBLE CLASS IN THE BOYS' BRIGADE

- All registered Companies in the Boys' Brigade are attached to a church, a Christian establishment or a school with a Christian

orientation. Therefore, the Companies are an essential part of the total life and witness of the Church.

- The Bible Class originated in determination to retaining and winning Boys for Christ lost by the Church due to helplessness of the Sunday School.
- It is clear that Bible Studies within a Company helps every Boy in his development during his vital period of life. It is therefore, very important, that Officers of the Companies must not forget that the central work of the Bible Class is to win Boys for the Church.
- Whatever form the Company's weekly meeting for Christian Education may take, all officers in the Company must participate in the study.
- The purpose for which The Boys' Brigade exists is the **"advancement of Christ's kingdom among Boys"**. In recognition of this fact, no efforts should be spared to engage in Bible Study.

GENERAL ARRANGEMENTS

- The Bible Class is not a substitute, and should not be seen as one, for public worship. It is therefore, not encouraged, that there should not be any form of drill and wearing of uniform in the Bible class.
- Every aspect of the service should be planned in advance, each Officer advised on his own responsibility for the conduct of the class.
- The hymns will be arranged with the Pianist/Organist if there is one; and where possible one or more Boys should be trained to handle this. Squad(s) responsible for the arrangement of seats in the hall or classroom should be informed well on time.
- Members of the Squad as well as the Officers should be there at least 10 minutes before the time. It is strongly recommended that a short time be set apart when the Officers meet together for prayer, asking God's blessings and guidance on the class.
- Attendance and punctuality are as important at Bible class as they are on parade. Service should begin in earnest so that Boys will learn to come in good time. They should be presented with Bibles and hymns books, ready for the class starting at the scheduled time.

THE SERVICE

- A Bible class should be a service of worship, an integral part of which is the proclamation of the truth of God. The Chaplain should regularly be consulted in this regard.
- The Order of Service must be prepared depending on local settings.
 1. Opening Hymn
 2. Prayer and the Lord's Prayer
 3. Hymn
 4. Scripture Reading
 5. Hymn
 6. Charge/ Exhortation not more than 15 minutes
 7. Short Prayer

8. Hymn
9. Benediction

OFFICERS TASK AS TEACHERS

- The period of the Bible class and the message to be presented to the Boys are both important. It is an opportunity for Officers to help Boys to understand something of the love of God, to trace the workings of His providence in the history of men and nations, to discover for themselves that the only true way of life is Christ's way and that He alone can satisfy the deepest needs of the human heart.
- The greatest of the opportunity is the measure of the responsibility of the Officers.

WHO CONDUCTS THE BIBLE STUDY?

- It is the duty of the Chaplain to draw a Syllabus for the Company Christian Education. However, the conduct of the Bible class is entirely the responsibility of the Captain and his team of Officers who should take turns to handle the classes.
- It is always necessary and important that a Syllabus be drawn. This should be discussed at Officers' Meeting and duties allotted to each Officer based on the Syllabus.
- It is an opportunity for both the officers and Boys to understand something of the wonder of the love of God and trace the workings of His providence in the history of men and nations,
- It is to discover for themselves that the only true way of life is Christ's way and that he alone can satisfy the deepest needs of the human heart.

SPIRITUALITY IN THE BOYS BRIGADE

- Many people perceive spirituality as a religion, being religious, and following the tenets of a religion they practice. To some others, it means having belief in God as a way of exercising their faith.
- So, the question to be asked is what is spirituality?
- Spirituality could mean any of the following:
 - ✓ it is the process of awakening from ordinary consciousness, rising above the ego and awakening to a wider consciousness.
 - ✓ the state or quality of being dedicated to god, religion, or spiritual things or values, especially as contrasted with temporal things
 - ✓ the condition or quality of being spiritual, a distinctive approach to religion or prayer
- In the Boys' Brigade, one of the twin pillars is religion and this is achieved through the Bible Classes which help officers to instruct Boys on the Bible.
- The Bible Class is a time in the Company where Bible teaching is given led by an officer preferably the Chaplain.

Commented [AO2]:

- Therefore, a Company without a regular Bible Class meetings or other provision for Bible teaching is not carrying out the B.B. Method of training.
- It is hereby reiterated that the Church to which the Company is attached is solely responsible for religious teachings that should be given to the Boys.
- Therefore, in the B.B. within the context of leading Boys to Christ, Boys learn more about Jesus and how to communicate with God. Spirituality is not a one-off thing but, it is a continuous exercise.

Conclusion

Without Christian education, without the principles of Christ inculcated into young Boys, we are simply wasting the time of the Boys. The Boys' Brigade should be in the vanguard of Christian education for the Boy child as a strategic tool to inculcating morals, discipline and Godly character in Boys.

Further Reading

The Boys' Brigade () Manual for the Use of Officers. Brigade House, London

The Bible – Revised Standard Version



LSC 305- COMPANY SECTION PROGRAMME AND ACTIVITIES

COURSE PREVIEW

The Company Section is the most vital section of The Boys' Brigade as it is the where the Senior Boys are moulded in character training, leadership traits are discovered and sustained, as well behavioural attitudes.

In this module, trainees would be exposed to the various programmes and activities for the Company Section Boys.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

COURSE OUTLINE

The content of this module is as follows:

- the concept of company section programme and planning;
- developmental characteristics of a company Boy;
- programme planning for the company section and factors to be considered;

- importance of programme planning;
- responsibilities of officers in programme planning and implementation;

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the story behind the history and its relevance to trainees.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainees.
- present the module using PowerPoint with inserted pictures.

LSC 305 COMPANY SECTION PROGRAMME AND ACTIVITIES

INTRODUCTION

- ♣ The Company Section is the most vital section of The Boys' Brigade as it is the where the Senior Boys are moulded in character training, leadership traits are discovered and sustained, as well behavioural attitudes.
- ♣ The Boys are grouped into sections (Squads) and grouping is based on their age groups. It is because it is not comfortable to teach children of different age groups in one class.
- ♣ Children's developmental characteristics and learning capacities differ from age to age. According to Piaget, children's mental ability to understand things pass through stages. Each stage exhibits different characteristic peculiar to that stage which are:
 - infancy (from birth to 2years) – the sensor motor stage
 - early child hood (from 2years to 7years) – the pre-operational stage
 - middle childhood (from 8 to 12years)– the concrete operational stage
 - adolescent (from 13 to 18years) – the formal operational stage
- ♣ This postulation made the Boys' Brigade to group Boys into Sections.

- ♣ In the light of the above, the aim of this module is to focus on the Company Section.

1. **Structure**

- a. Age Range:
The age range of this section are Boys from age 11 to 15.
- b. Uniform:
The section uniform consists Navy Blue Short Sleeve Jacket with four pockets, a pair of white shorts, BB leather belt, white haversack, field service cap, a pair of white socks and a pair of black shoes.

2. **Developmental Characteristics**

- ♣ Boys in this section are in their pre-adolescence stage and possess the following developmental characteristics.

1) **Physical Development**

At this stage he is concerned about whether his body is developing normally or not.

2) **Abstract Concepts**

- ✓ He is more rational and able to understand abstract concepts – being able to separate what is real or concrete.
- ✓ He can logically predict cause and effect. He commonly avoids responsibilities for his actions.

3) **Social Awareness**

There is increase in capacity to argue.

4) **Friendship**

Making friends is extremely important to him at this stage. His esteem is determined by the number and quality of friends he has.

5) **Struggle For Independence**

At this stage of development, the child tries to identify who he is. It is the time that the struggle for independence/autonomy from adults starts.

6) **Adolescent Freedom**

The child believes nothing would happen to him. (I know it is not safe, but I cannot be hurt, it will not happen to me"). This is the reason why some engages in taking risks.

7) **Sexual Awareness**

The child at this level of development experience increased interest and curiosity in relationships with the opposite sex.

8) **Autonomy**

The Boy feels an increase emphasis on being independent and free from parental rule and censorship.

9) **Self-centeredness**

The Boy expresses consciousness for egocentrism in more complex ways as indicated below:

- i. **imaginary audience**- he assumes that he is perpetually on stage. This, contributes to his increased level of self-consciousness.
- ii. **he feels ambitious** - he perceives falsely that he is more important and pompous.
- iii. **high flying** - he believes that his experiences are so unique that adults would not understand him and perceives he knows more than any other person.

10) **Accumulation of stress –**

He has accumulated stress due to several pressures with phrases like

- i. "Nobody likes me, especially mom and /or dad"
- ii. "Nobody understands or cares"
- iii. "Any place can be better than home"
- iv. "My parents treat me like a baby"
- v. "I feel like running away from home" etc.

PROGRAMMES

- ♣ Programmes in Boys' Brigade are designed progressively to attract and influence Boys within the age limits for each section. It is important to keep the interest of the Boys throughout the months and years they will spend in the Company.
- ♣ To achieve this, different activities and exercises are planned in such a way that it will accommodate the abundant potentials, energies and interest of the Boy.
- ♣ More emphasis is on the Boy in order to enhance his abilities and potentials, directed and developed just as the Boy Jesus that "...grew in wisdom" (Educational development) "and in stature" (Physical development) "and in favour with God" (Spiritual development) "and men" (Social development) Luke 2:40, 52.
- ♣ Having considered the Object, age group of the Boys, the immediate environment and parent's belief, the programmes should aim at the characteristics of the Boy which are:

a. **Enthusiasm**

This is the strong feeling of admiration or interest. Under this, the nature of programmes should be predicated on the Christian faith, Bible Class /study, Evangelism, Prayer, Worship etc.

b. **Suspicion**

This is a feeling when a person suspects someone else or feeling that something is wrong. This is about the interests of the Boy. Programmes such as games, music drama, etc. would suffice.

c. **Energy**

The Boy is full of vigour and capacity to do things and get it done. Programme should on developing leadership skills.

THE IMPORTANCE OF THE PROGRAMMES

- ♣ The importance of programmes in the Company Section are to:
 - ✓ keep the section going;
 - ✓ train and retain the Boys;
 - ✓ develop their leadership potentials;
 - ✓ enhance their future career; and
 - ✓ afford the officers the opportunity to really understand the capability of each Boy.

CONCEPT OF CAMPING

- When people talk about camping, it is usually with a general idea of an outdoors and tents between two days and fourteen days. At times, the Camping starts on a Friday and end on a Sundays.
- Camping is an activity of spending holiday living in a tent. It is an outdoor activity involving overnight stays away from home either without shelter or using basic shelter such as tent or a recreational centre.
- Camping is an outdoor recreational activity where the camper leaves an urban area, his/her home and enjoy nature.
- Camping trips also make for great bonding experiences for families and give people a chance to interact with nature in a unique way

ESTABLISHMENT OF CAMPING IN THE BOYS' BRIGADE

- Camping in Boys' Brigade started in the early days of the founding of the organization. It is a course on its own in B.B. Awards Scheme for the Company Section.
- Sir William A. Smith conceived the idea of camping in the Brigade to allow Boys and officers to stay in touch when other activities ended for the summer break.
- The concept was not well received at its inception due to concerns for the safety of the Boys. To show their disgust on the idea, a parent was quoted to had vehemently opposed to it saying, "*Camp! My children have always had a roof over their heads, and if I live, always will!*".
- The first camping which held on Friday, July 16, 1886, at Auchinlochan Hall was organised by the leadership of the 1st Glasgow Company.
- Later, camping they took place under the canvas on a site at Portavadie in the Kyles of Bute. The Company (1st Glasgow) went on to attend summer camp at the same location until the summer of 1974 when Portavadie was selected as the location for the construction of oil production platforms.
- However, a new camp at Stilliag farm located only about ninety-two (92) metres from the old site away was inaugurated. Many Companies of the B.B. in the area now use the camp site every summer for their camping trips.

- The initial reservations towards camping did not last due to the cynosure of Boys marching home on the last day of camp and greeted by cheers by residents who presented the Boys with a bouquet of flowers. Thereafter, a tradition for camping ripened.

TYPES OF CAMP

- There are numerous different types of camping that are employed for different purposes. Exploring the different types of camping makes officers and Boys become more passionate the different types of camping.
- In the Boys' Brigade, there are various types of Camping. They are:
 - 1) **holiday camping** – it is a type of camping held during holidays either under a tent or in an accommodation prepared for the activity.
 - 2) **training camping** – is a camping organised for the impartation of knowledge in the participants. a training camping could be organised between two to fourteen days.
 - 3) **specialized camping** – is a type of camping specially organised for a particular field of study or training.
 - 4) **retreats** -retreat is also a type of camping organised in quiet and isolated place in order to rest or to do things in private. Retreat is about escaping the strains of everyday life and taking the time to focus on oneself. It could be personal, spiritual or physical
 - 5) **leadership camping** – leadership camping is held in order to inculcate in the participants leadership skills required to lead.

ADVANTAGES OF CAMPING

- It is very essential to note that camping is good for the Boys to develop their bodies and minds. Benefits of camping includes the following. It
 - 1) fosters networking among participants;
 - 2) advances new skills and an opening to learn;
 - 3) encourages relaxation and get away from barriers;
 - 4) gives opportunities for bonding with nature;
 - 5) reduces mental stress and increases physical fitness;
 - 6) gives the camper an opportunity to be re-strategise on his idea(s);
 - 7) encourages the camper to engage in activities that will enhance his/her wellness and well being

PLANNING THE CAMP

- Camping is a business and in that wise, it must be carefully planned and executed, to ensure that the benefits for organising the event is optimally achieved.
- To ensure effective implementation, these identified factors must be considered.
 - 1) **Vision**
 - ✓ Planning for a good camping starts from the vision of the leadership. The idea, will include the type of camping and what it would involve. The vision for the event must be thoroughly discussed by the leadership of the Company.

- ✓ The site (venue) must be identified to be suitable for such an activity, duration, period of the year, consideration on the manpower required to hold the activity, the cost must also be factored into the planning and required logistics.
- ✓ A long-term planning between six to nine months would be adequate.

2) **Facts**

- ✓ There is need to assembly the facts about the venue, travel time, estimated cost per participants and consolidating the entire costs, logistics.
- ✓ An officer should be commissioned to handle the task, possibly an officer who is experienced in camping.
- ✓ He/she must be someone who pays attention to details and articulate.

3) **Preparation of an estimate**

- ✓ As soon as the facts are collated, the next step is the preparation of a financial estimate for the camping. The estimate should detail out the expected sources of income and lines of expenditure.
- ✓ When the estimate, inflationary development must be factored into the estimate while provision should be made for contingencies.

4) **Logistics**

- ✓ After due consideration of the financial estimate for the camping, it very important to commit some funds for the payment for the venue well ahead of time. This is to ensure that the venue is available for use.
- ✓ This should be done formally and stating specifications needed to the owner or operators of the site.
- ✓ You should consider other necessary things that can be booked ahead like some equipment that are not available within the company or Battalion.
- ✓ Nearby Companies or Battalions should be networked to assist in providing needed logistics.

5) **Publicity**

- ✓ This is an intentional act to attract would be participants and others interested in attending the camping. It is the dissemination of necessary information on the camping, its theme, purpose, attendance fee, venue and what participants would benefit for attending the event; with a view of gaining attention and support.
- ✓ In the publicity materials information on rebates for early registration should be well highlighted.
- ✓ Thereafter, regular announcements to the Boys and parents should be considered worthwhile.
- ✓ If participants are going to travel together, information on the time and of departure and point of embarkation must be released to participants. Also list of items to be brought and needed for the

camping by each participant must also be carefully prepared and disseminated.

6) Allocation of responsibilities

- ✓ Allocation of duties to Camp Officials must be carefully done and officials informed well ahead of time in case they will need to ask for excuse permits from their workplaces.
- ✓ This is to ensure optimal performance from the officials. It must be ensured that such staff attend and resides on the camp site. Where there is shortage of manpower an officer can handle more than one responsibility.

7) Records Management

- ✓ Correspondence on the camping arrangements and other information must be properly managed.

8) Camp Site

- ✓ It is advisable that the venue for the camping should be located not too far from a local town or village but not close to residential areas to avoid disturbances to and from the inhabitants.
- ✓ Avoid sites near cliffs, quarries, rivers, marshes, power lines, high tensions, road junctions and bends. Tents pitched in too open space are prone to breeze.
- ✓ The camp site should have conveniences, portable water for drinking, bathing and cooking.
- ✓ The site should also have open field for sporting activities. also there should be space for games and other activities.

9) Discipline

- ✓ Official at the venue must ensure that the tone of discipline among campers and officials is high. Discipline must be maintained at all time.
- ✓ However, officials must not be harsh but must comport themselves with dignity and accord participants with their due respect.

10) Meals

- ✓ Camp Officials must ensure that adequate arrangements are made for the feeding of participants. Food should be well prepared and served with quality and right quantity meals.
- ✓ it is not right for children to get back home lean and with unwholesome story about the camp.
- ✓ The kitchen should be alive with items purchased in advance to avoid any disappointment. The official designated for the role must have good negotiation skills and how to haggle prices of commodities in the market.

11) Camp Routine

- ✓ Activities for the camping must be well prepared showing timings for events. There is the need for effective time management in order to achieve the goals of the camping.

- ✓ There should be time table to be followed and posted on the camp notice board or included in the camp information booklet.
- ✓ Camp officials are strongly advised to ensure that activities do not run into late evenings as this will have adverse effect on the level of participants.

Below is a sample schedule:

TIME	ACTIVITY
5:30 am	Wake Up - The bugle is played for campers to wake up
5.35am-5:40am	Individual Corner or tent prayer
5:40am-7:00am	Healthy body and environment
7:00am-8:00 am	Morning devotion
8:00am-8:45am	Inspection
8:45am-10:00am	Breakfast
10:00am-2:00 pm	First session of activities for the day
2:00pm-3:00 pm	Lunch
3:00pm-4.00pm	Siesta
4.00pm-6.00pm	Second session of activities for the day
6.00pm-8.00pm	Retreat
8.00pm-10:00 pm	Dinner
10:00pm-10:30 pm	Evening Devotion
10:30 pm	Last Post
10:45 pm	Lights Out

Table 7

Punctuality should be observed from the start of the day, otherwise everything shall be late.

ETIQUETTE OF CAMPING

- There is a great sense of community when is done according to the standard expected of a Camper.
- At the same time remember that some campers just want peace and enjoy themselves during their stay at the camp site or passing the time of day is enough until you are sure they are looking to make friends.
- Therefore, the rules highlighted below must be kept by each camper.
He/She
 - 1) must abide by the discipline established at the site;
 - 2) is mindful of property and does no damage in camp or out of it;
 - 3) takes pride in the camp, never drops litter but picks up and drops it in the trash bin/can;
 - 4) is never content to do his/her share of the work, he/she does more.
 - 5) guards the good name of the camp and of the Boys' Brigade.

- 6) put others first all the time and he does not forget the giver of all good things.
- 7) leaves the place better than he met it. Clean facilities make the camping experience much more pleasant for everyone.
- 8) does not indulge in noise making on a campsite. Noise making or shouting hysterically could be disturbing to other campers.
- 9) must keep to the time and dates for arrival and departure. Except if he/she is given dispensation to leave the camp site.
- 10) must respect the rights and space of other participants during the camping.
- 11) abstain from the consumption of alcohol and abuse of substance during the period of the camping.

THE OFFICERS RESPONSIBILITIES

♣ The responsibilities of officers at ensuring the active participation of the Boys that would stimulate positive growth and changes includes:

- a. In view of individual personality, there is no perfect person. Hence, officers should counsel the Boys to understand that nobody is perfect except God. This, can be achieved through the teachings of Christian faith citing examples from the scriptures where great men made mistakes thinking they were right.
- b. Develop social techniques. This is the time when socialization is very important. Allow the Boys to make good friends from other Companies. This will boost their self-esteem. Apply more of group method or cooperative learning method in your teaching e.g., social interaction, debates etc.
- c. Feeling of stress.

Below are a few approaches officers can employ to help the stressful conditions:

- encourage them to talk about their feelings or what they are passing through, while you listen attentively. Ask questions.
- do not jump to conclusion and do not be quick to advice. Pending on the situation, the adolescents do not want adults to rush them with advice. They may just want the adults to understand their situation first before advice.
- do not dismiss their feeling as trivial. This can cause incredible confusion to him.
- offer words of assurance, encouragement and support. Be willing to provide verbal or physical comfort.
Do not be discouraged if they reject your effort. Be patient and let the child know that you are available if he needs you.
- provide and encourage them to participated in activities they enjoy doing.
- build a relationship with them so that they will feel comfortable coming to you when they need help. It helps if they express how they feel or what they are going through without encumbrance.

CONCLUSION

- There is a great sense of enjoyment during camping and it is good for the development of the social life of the Boys.
- However, arrangements for the activity must be well prepared and coordinated to give the Boys the best during the period.

Further Reading

The Boys' Brigade (1971). Officers Handbook. Parsons Green, London

LSC 306 DRILL – COMPANY PARADE NIGHT

COURSE RATIONALE

Drill is an activity that practices a particular skill and often involves repeating the same thing several times. It is also to train or exercise in military perfecting a skill or procedure. It is very important that a high standard is set anytime Company parade Night is held. It showcases the resilience and discipline of those involved in the parade.

The aim of this module is to expose trainees to purpose, the practical knowledge and skills in conducting Company Parade Night. It is therefore expected that trainees would have a better appreciation of why drill is important to the Boys' Brigade

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- know purpose, place and the exact procedure for Company parade Night,
- know the various words of commands and;
- acquire necessary practical skills to train Boys elementary drill within the Company;

COURSE OUTLINE

The contents of this module are as follows:

- Concept and purpose Company Parade Night
- The Result of Drill;
- Words of command, positioning, saluting etc.
- Practicum.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, the course is psycho-motive hence practical knowledge must be tested

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- must engage trainees more in practice than theory.
- answer questions from trainee. In this regard, Drill Instructor(s) must show tolerance and perseverance during practical sessions.
- should use Practical and demonstration methods in delivering this module hence, the Facilitator should create space for the module except where the weather is unfavorable.
- read and interpretes correctly commands, instructions and directives in the Boys' Brigade Drill Book.

LSC 306 DRILL – COMPANY PARADE NIGHT DRILL

Introduction

Company Parade Night is another form of drill in the Boys' Brigade solely meant for the opening Ceremony of a Company parade Night. It is expected that Captains and Officers in the Companies will avail themselves with the correct procedure to be followed during a Company parade Night.

In addition, officers in the Company should study the words of command which are different from the Company drill.

In delivering this module for maximum impact, the module should be practical and the source of reference is the Boys' Brigade Drill Book, 2017 edition, Chapter seven, pages 88 to 90.

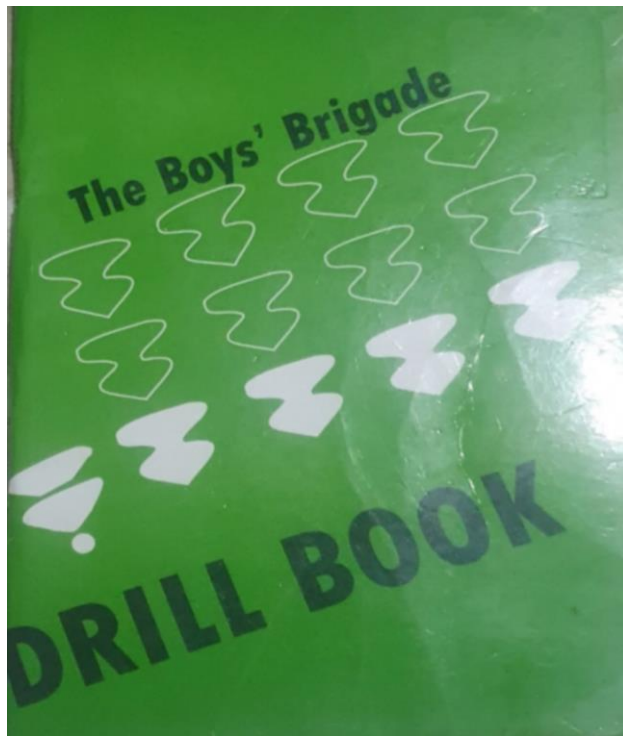


Figure 11



LSC 307: EFFECTIVE COMMUNICATION SKILLS

COURSE PREVIEW

Communication is essential in the day-to-day activities of people, organisations and communities. Effective communication provides clarity, reduces the risk of mistakes or

misinterpretation and ensures that people are provided with a clear understanding of what is expected. Therefore, this course is to provide participants with the fundamentals of communication especially when communicating with other officers and members of the Boys' Brigade.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- understand the essentials and components of effective communication;
- know the different types of communication and their features;
- have a better understanding of the importance of communication in an organisation like the Boys' Brigade; and
- become effective Communicator.

COURSE OUTLINE

The content of this module is as follows:

- ✓ Introduction, Concept and Importance of Communication;
- ✓ Types and Components of Communication;
- ✓ Fundamentals of effective Communication; and
- ✓ Strategies for effective communication with the Boy.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- relate the module to the effectiveness of the Company and its officers to the ministry of the Boys' Brigade.
- use videos, audio and other communication devices in the delivery of the course.
- answer questions bothering the trainees.
- present the module using PowerPoint.

LSC 307: EFFECTIVE COMMUNICATION SKILLS

Introduction

- Communicating positively with children helps them develop confidence, feelings of self-worth, and good relationships with others. It also helps make life with young children more pleasant for children and parents.
- Communication is what we say and how we say it. Good communication skills lead to nurturing relationships, cooperation, and feelings of worth. Poor communication can lead to kids who "turn off" adults, conflicts and bickering, and feelings of worthlessness.
- Officers sometimes have difficulty communicating positively with Boys when feelings are involved-either their own or the child's. Often, officers take communication as coercing Boys to doing their biddings.
- In order to communicate effectively with Boys within the BB and with our churches, we need to change some of these habits. Speaking and writing at within the BB and with our churches needs different approaches to what we are used to doing.



Definition of Communication

Communication may be defined:

- as giving, receiving or exchanging, information, opinions or ideas by writing, speech or visual non-visual means, so that the material communicated is completely understood by everyone concerned.

Types of Communication

There are three types of Communication. These are – verbal, non-verbal and visual.

Communicators usually send or exchange information through these means. Hence, there is the need for an understanding of the different methods.

- Verbal communication** seems like the most obvious of the different types of communication. It utilizes the spoken word, either face-to-face or remotely. Verbal communication is essential to most interactions.
- Non-verbal communication** - provides insight into a speaker's choice of word. Sarcasm, deception or genuineness occur within nonverbal communication. These things are often communicated through facial expressions, hand gestures, posture
- Visual types of communication** include signs, pictures or drawings as well as graphic design. These, typically reinforces verbal communication, and they help presenters to make a point.

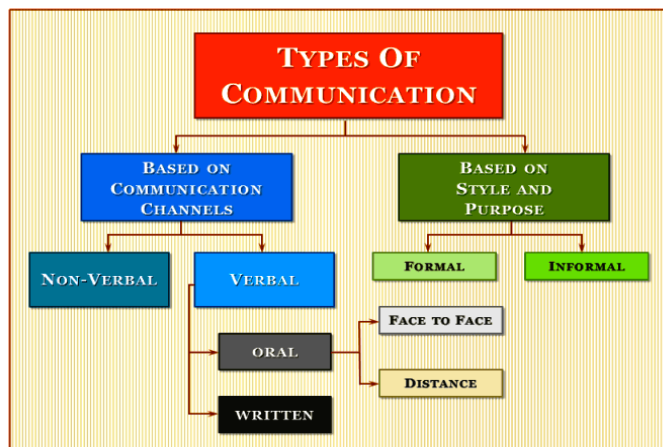
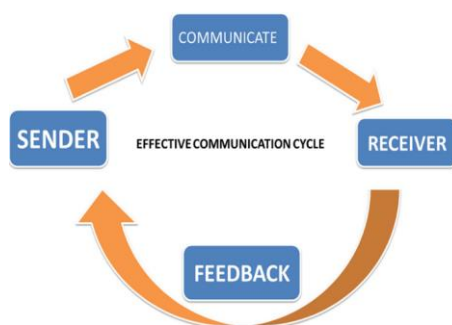


Figure 12 -Types of Communication

Stages of Communication



There are five stages in communication which are:

- Conceive the message
- Encode the message
- Select the appropriate channel
- Cum Recipient
- Decode the message
- Interpret the message and
- Feedback

Effective Communication

- Effective communication provides clarity, reduces the risk of mistakes or misinterpretation and ensures that there is a clear understanding of what of the message.
- There are ways for Officers to improve their communication with children.

How to Communicate Effectively with the Boy

To communicate effectively with the Boys, officers MUST ensure the following.

- 1) **Get the child's attention before speaking** Children can only concentrate on one thing at a time. Look directly at the child and call his name. A touch on the shoulder or taking his hand will help get his attention. Give the Boy time to look at you before you start speaking. (Example: "Jide." Wait until he stops playing with the pen and looks at you.)
- 2) **Communicate on the same level** as the child Communication is more effective if both people are on the same level. Officers/Leaders need to talk with the Boy at his level or sit beside him. Make eye contact with the child let him know that he has your attention and is he is not intimidated at all
- 3) **Speak as if you mean it.** Make important requests firmly. Use a firm tone without sounding angry or pleading. Tell the child what you want him to do and why. Give clear, and unambiguous instructions.
- 4) **Remember your body language.** It should show that you are serious and expect the child to comply.
- 5) **Use words like "Please," "Thank you," and "You're welcome"** to the child. Modelling appropriate behaviour is one of the best ways to get desired behaviour from a child. Boys also deserve the common courtesies that we, as adults, expect. Boys are more likely to carry out desired behaviours when we add these courtesies. Nagging a child to say "please" or "thank you" sets a bad example. They are more likely to use courtesies if they are not constantly reminded.
- 6) **Make requests simple.** Too many requests are confusing for a young child to remember. Make sure that your requests are short, clear and consistent. Laughing at a behaviour one time and reacting angrily another sends the child a contradictory message.
- 7) **Use more positive direction than negative** - Positive communication with children uses more "Do's" than "Don'ts." In other words, tell the Boy what to do rather than what not to do. Boys respond much quicker to positive demands than negative ones. Allow them to make choices when possible. They are more likely to show appropriate behaviour when they have some control over their actions.
- 8) **Talk with-not at-Boys** - Leaders/Officers should communicate with Boys with the respect and consideration they give their friends. Sometimes, adults spend so much time talking "to" the child that they neglect the listening part of communication. Talking with Boys let them know that not only do we have something to tell them, but that we are also willing to listen to what they have to say.
- 9) **Keep lines of communication open by listening attentively when the child talks to you** - Encourage the child to talk with you. Be sure to follow through with the child. Never try to ignore their questions or enquiries. Answer questions honestly. Share your feelings and ideas but accept the child's fears, ideas and feelings. Never promise the child anything that you cannot deliver. Making an effort to keep our

promises to children increases the effectiveness of our communication.

10) Use kind words and actions to encourage and support the Boy -

Always use motivational words when talking with the Boy. Avoid the temptation of using uncouth words no matter the issue. Remember that affection is also part of effective communication and that comforting a child and sharing smiles and hugs are powerful communication tools.

11) Be courteous in addressing other officers and Boys - Part of the courtesy is the correct pronunciation of names, addressing officers and Boys correctly, by their right name & title. Making polite requests, rather than giving orders, using polite expressions. Officers must be weary to turn the Boys' Brigade into a Military organisation. Showing respect for your listener by using by expressing yourself in simple grammar. Do not try to impress anyone.

Conclusion

When communicating with the Boys, it must be very clear, easily understood and unambiguous. Communication should be presented with respect and on regular basis. Doing this will engender active participation of the Boys and officers in the Company.

Effective communication is simply understanding the message by the receiver without any challenge.

Further Reading

LSC 308: COMPANY FINANCE

COURSE PREVIEW

Financial Management is very germane to the success or otherwise of any organisation whether secular, religious or not-for-profit. Finance has become an organic function of the day-to-day life.

In the Boys' Brigade, finance is the soul of the activities of the organisation at the national, State, battalion or Company level, hence, adequate knowledge of financial is required by officers at these levels.

In this regard, it is therefore very important for officers to acquire basic skill to know how to analyse and make use of financial techniques of budgeting.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- understand basic financial concepts and essentials of financial management especially at the company level;
- define and list importance of budget and budgeting;
- identify different types of budgets
- explain the role of financial management in company administration; and
- identify sources of funds for the company.

COURSE OUTLINE

The content of this module is as follows:

- Basic concepts and essentials of finance and financial management especially at the Company level;
- Concept and importance of budget and budgeting;
- Methods and types of budgets
- Financial management and its role in Company Financial Management;
- Sources of funds for the Company.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- Explain in simple term concepts in financial management.
- use verbal cues during the delivery of the course.
- answer questions bothering the trainees on Company financial management.
- present the module using PowerPoint with examples and case studies.
- use verbal cues during the delivery of the course.

LSC 308: COMPANY FINANCE AND FINANCIAL MANAGEMENT



Introduction

Finance is a science that describes the creation, management and study of money. The work of the Boys' Brigade needs adequate funding and careful planning that will maximise available financial resources to

achieve state objectives of the Company.

In this regard, it is therefore very important for officers to acquire basic skill to know how to analyse and make use of financial techniques of budgeting.

Concepts and essentials of finance and financial management

Financial management is one of the most important aspects of an organisation be it church, association or group. To run such an organisation successfully, there is the need for excellent knowledge of financial management.

Therefore, what is Financial Management?

Financial Management on the other hand is:

- a process that deals with investing the available financial resources in a greater way to achieve stated goals.
- strategic planning, organising, directing and controlling of financial undertakings in an organisation.
- planning and controlling all available financial resources for the benefit of the organisation.

- Setting up of policies and standard practices regarding the financial resources of a Company, its cash management including its inventory.

From the foregoing, financial management includes applying management principles and standards to the financial resources of an organisation.

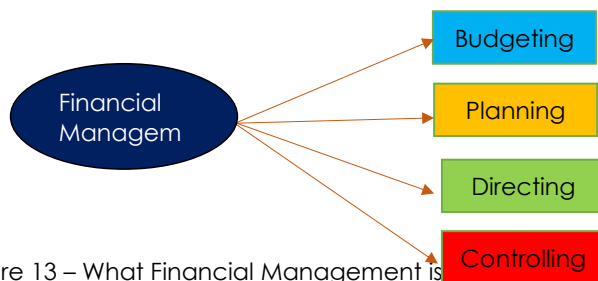


Figure 13 – What Financial Management is

It is very apt to say that without financial accounting, it will be difficult to have financial management. The two co-exist to provide financial information to stakeholders. While financial accounting deals with maintaining financial transactions, financial management entails giving financial reports.

Importance of Financial Management

Financial management is very important to any B.B. Company for followings. It

- helps a Company in planning its finances and available funds;
- aids the Company to effectively utilise and allocate available funds;
- supports the Company in taking critical financial decisions;
- helps in improving the financial stability of the Company; and
- increases the overall value of the Company within the Church and its leadership

Concept of Budget and Budgeting

A Budget can be defined as:

- a spending plan based on income and expenses. In other words, a budget is an estimate of expected income and proposed expenses.
- an estimation of income over expenses for a specified period of time, which is re-assessed on a periodic basis.
- a quantitative plan for acquiring and using resources over a specified period.

From the above definitions, a budget helps an organisation to plan for its expenses as they arise and a fundamental tool effective financial planning for any organisation.

On the other hand, budgeting is a process of creating a plan to spend available funds for a project. Creating the plan allows the leadership of the organisation to determine the adequacy of available funds to the things

earmarked. In a simple way, budgeting is balancing the expenses with income.

Types of budgets

There are four common types of budgets which are for organisations be it profit, not-for-profit or secular. These are

- **Incremental budget**

- ✓ Incremental budgeting is the most used type of budgeting. It is simply adjusting the budget in small increments according to the overall growth or decline of financial status of the organisation or Company. For example, if 5th London Company experienced a 10% decline in income in Year X, this would mean reducing the Company's budget by 10% across the board.
- ✓ Incremental budgeting is easy to calculate and makes company-wide adjustments quick to do. This type of budget does not take into account inflation trends.

- **Activity-based budget**

- ✓ The activity-based budgeting method rotates around the outcomes you want to achieve. For example, if your company wants to organise a Musical Concert and sponsorship of indigent members in the Year Z, the Company need to work backwards to determine the activities that will get you there and how much would be needed to fund these activities.

- ✓ Activity-based budgeting is best used when a Company has a clear and particular goal in mind. The activity-based method is also better suited for short term goals.

- **Value proposition budget**

- ✓ Value-based budgeting requires companies to review each and every budget line to determine the value it brings to the company Boys, Officers and stakeholders. Items on the budget must be identified and justified to prove that each item brings value for the Company.
- ✓ If an item proves to be more costly than valuable, it is removed from the list and the budget is reallocated.
- ✓ Value proposition budgeting is rarely used on its own. It is combined with other budgeting methods, such as activity-based budgeting method.

- **Zero-based budgeting**

- ✓ The zero-based budgeting method involves going through each item line by line to justify budgets and purchasing. This method is used to economize and minimize excess spending.
- ✓ Compared to incremental budgeting where the budget is adjusted by a certain percentage across the board, zero-based budgeting assumes that everything starts off at zero. Then, every expense must be justified going up.

- o This is the best method to use if you want to keep your expenses as low as possible

Which is the best budgeting method for your business?

There really is no answer to this question as what works for one company may not necessarily work for another. It depends on the size of the company, available finances, timeline, and objectives.

Importance of Budget preparation

Developing the culture for budget preparation serves the following importance. It

1. assists in the planning of annual programmes.
2. guides and controls financial activities of the Company
3. represents proposed allocation of resources
4. motivates officers and Boys to strive to achieve the objectives of the organisation
5. makes the BB officers to be financially disciplined
6. provides definite expectation.
7. enhances and promotes coordination, communication and financial discipline.

Therefore, officers of the Company should prepare an annual budget at the beginning of a particular period, usually at the beginning of the year. This will not only aid the Company's financial planning, but will also help the church to make adequate financial provision for the Boys Brigade in the Church's omnibus budget.

**The Boys Brigade Nigeria
1st Kirikiri Company
Jehovah Jah Pentecostal Church, Kirikiri, Lagos.**

Proposed Budget Estimates for Year L

S/N	INCOME	YEAR L ESTIMATE ₦	YEAR K ACTUAL ₦	YEAR J ACTUAL ₦
1	Church grant	200,000	200,000	200,000
2	Membership dues	100,000	80,000	90,000
3	B. B. Week proceed	10,000	15,000	13,000
4	Donations	50,000	30,000	25,000
5	Enrolment service	300,000	260,000	250,000
6	Others	30,000	20,000	40,000
TOTAL EXPECTED INCOME		690,000	605,000	618,000

S/N	PROPOSED EXPENSES	YEAR L ESTIMATE ₦	YEAR K ACTUAL ₦	YEAR J ACTUAL ₦
1	Battalion levy	10,000	10,000	10,000
2	State levy	10,000	10,000	10,000
3	Training expenses	150,000	100,000	90,000
4	Printing and Items of Stationery	100,000	100,000	80,000
5	Enrolment Service	250,000	200,000	210,000
6	Scholarship for indigent members	100,000	100,000	70,000
7	Christmas Carol	50,000	50,000	45,000
8	Savings	20,000	-	50,000
TOTAL EXPECTED INCOME		670,000	570,000	565,000
Surplus/ Deficit of income over Expenses		20,000	35,000	53,000

Bro. X.Y.Z. Olorunlagba
Captain

Bro. G.H.Z. Ayokunnu
Company Treasurer

CC:

The Chaplain, Jehovah Jah Pentecostal Church, Kirikiri, Lagos.

The Church Secretary, Jehovah Jah Pentecostal Church, Kirikiri, Lagos.

BASIS FOR BUDGETARY CONTROL SYSTEM

1. Adequate accounting records and procedures, so that measurement of performance may be possible and relied on.
2. Establishment of Budget Committee
3. Participation of individuals within the budget process
4. Awareness by the Company of the use of budgetary control system
5. Flexibility, so that plans and objectives may be revised
6. Coordination of individuals involved in preparing budgets
7. Proper identification of inflow and outflow of fund

COMPANY FINANCE

- Finance is the monetary and vital resource of an organization. It is one of the most important resources apart from the human resources (members) domiciled in a Company. It involves the way and manner which funds are generated and utilized. When the financial position of an organization is good, the organization functions effectively and achieves the objectives for which the organization was set up.
- Finance has been identified as one of the responsibilities of the church. The church should give adequate annual grant to the Company to undertake its activities. As a result of increased cost of running the church, and increased cost of running the Boys' Brigade Company, it has become necessary to source for funds other than the annual grants from the church. The aim of every Boys' Brigade Company should be that of being financially self-financing.

SOURCES OF FINANCE FOR A B.B COMPANY

The following are the various ways of financing a Boys' Brigade Company:

1. Boys' subscriptions

These usually come in the way of weekly, annual or monthly contributions by members of the Company, and this, is done according to the age of the Boys, the affluence of the area and the facility offered by the section.

2. Special events

Special events such as raising fund for the purchase of musical instruments, Games materials, sponsorship of overseas training of the Boys, etc. However, all methods of raising funds for the Boys' Brigade Company must be fully compatible with the policies of the church.

3. B. B. Week

When Boys and Officers collect money from people they know, using collection cards. Company could arrange more suitable events or activities during Boys' Brigade week, e.g., drama night, Parent night, etc.

4. Sponsored events

Sponsored events should be encouraged in Boys' Brigade companies so as to prove a valuable opportunity for partnership with parents and friends and the wider church family.

5. Grant from Church

This is the annual grant given to the Boys' Brigade company by the church authority.

6. Grant-in-Aid

This is a special fund requested for a particular project or purchase of some items of equipment e.g., Teaching/Training materials.

7. Annual Enrolment Service

A well-planned enrolment service is a good source of fund to finance the activities of the organization.

8. Sale of Handcraft materials

Handcraft or printed Boys' Brigade materials produced by Boys during their handcraft session can be sold during enrolment service or special programmes to parents and church members.

9. Sale of Farm/Poultry produce

Where the Boys' Brigade Company is buoyant enough to have a farmland or a poultry, produce from the farm or poultry can be sold and the proceeds used to finance the activities of the company.

10. Investment of Surplus Fund

Where a company has surplus fund in the bank account, it is reasonable for such company to contact professionals on investment portfolio management.

11. Other Sources

These are other ways that the Boys' Brigade Company deemed it fit to source for finance in line with the church policies, e.g., Car washing, House cleaning, Bush clearing, etc.

12. Bequeathed Funds

The leadership of the Company can also get funds from Wills of deceased Patron and Patronesses. However, this will only come into reality if the Company has done something substantial to the deceased while he or she was alive and the deceased deems it fit to bequeath some funds from the will or foundation.

13. Presentation of Honorific awards to individuals

Another source of funding for the Company is through honorific awards to individuals that have contributed to the development of the Company, Parents, members of the Church and Community. In adopting this method, adequate planning and preparation are needed to achieve its optimum. In addition, this should not be for fund raising alone, funds realised should be tied to a particular project. Above all, accountability of funds realised is germane in order to build trust for future events.

ESSENTIAL FOR ACCOUNTABILITY AND TRANSPARENCY

1. Each company should have financial guidelines and accounting policies on how revenue and expenditure of the company is to be carried out for direction.
2. Use of Budget: There should be an adequate budget to cater for the activities of the year and strictly adhered to by all departments of the Boys' Brigade
3. Reports: The report should be given by the Treasurer so as to evaluate the performance with the budgeted activities.
4. All the mandatory books of accounts such as Receipt book, vouchers, Boys/Officers contribution books should be kept and adequately maintained.
5. Banking of Boys' Brigade money should be encouraged at the company level with signatories like Chaplain, Captain and Treasurer.
6. All expenditure must be authorized.

CONCLUSION

The funds of the Boys Brigade are held in trust by the leaders and officers for the objectives of the organisation. They are supposed to be kept transparently and properly accounted for at any given point in time.

Further Reading

Alalade, Samson Yinka and Oguntodu, James A. (2016). Business Finance:

Concepts and Applications. YSA Ventures and Enterprises, Lagos.

Gittman, L.J (2003). Principles of Managerial Finance. Brief Edition. Boston,

Massachusetts.

The Boys' Brigade (1971). Manual for the Use of Officers. London.

LSC 309 – MENTORING IN THE BOYS' BRIGADE

COURSE OVERVIEW

Considering the importance of developing good people that will continue with the vision of the organisation, globally management of young people have moved from just leadership to mentoring and coaching. It is important that individual officer becomes a mentor to the Boys in the Company. An effective mentoring programme will reinforce the most important elements of the organisation.

Strategically, Youth organisations that are interested in developing leadership skills have taken advantage of mentoring and coaching to leverage talents and engage members of such organisations on a more individual level.

This module, therefore, introduces participants to mentoring and shares methods for instituting and handling a successful mentoring program. In this module, participants will acquire knowledge in establishing a beneficial mentor-mentee relationship.

COURSE LEARNING OUTCOME

At the end of this module, participants will be able to:

- understand and define the concept of mentoring;
- explain the role of a mentor and that of the mentee;
- describe the benefits of mentoring;
- acquire knowledge on mentoring skills;
- explain the advantages of mentoring programmes;
- demonstrate the use of appropriate language in mentoring; and
- assist mentees to think through and commit themselves to a plan.

COURSE CONTENT

The content of the module will include:

- concepts and objectives of mentorship and mentoring
- principles, importance and methods of mentoring
- Skills required for an effective mentoring
- The roles and responsibilities of a Mentor

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. This module is pre-requisite for the module in Basic

four LSC 407 - Christian Mentoring. It is expected that the Facilitator for this module should also take LSC 407.

NOTES FOR FACILITATORS

Facilitators should be able to:

- relate the relevance of mentoring to the leadership development focus of the Boys' Brigade. In addition, the Facilitator of this module must as necessity must source for other information that will aid the presentation of the module.
- use appropriate verses of the Bible while delivering the module e.g., Moses and Joshua – Deut. 34:9; Eli and Samuel – 1 Samuel 2-3:10; Elijah and Elisha – 2 Kings 2:1-25; Jesus and His disciples. – Matthew 4:17-22; Paul and Timothy – 1 Timothy 1-2 etc.
- present the module using PowerPoint with inserted pictures, videos etc.

Further Reading

Armstrong Micheal (2012) Armstrong's Handbook of Human Resource Management Practice. KoganPage, USA.

Edebiri Collins (2019). Why Mentoring. MCDN, Solvers Publishers, Aba, Nigeria

LSC 309 –MENTORING IN THE BOYS' BRIGADE



Introduction

- Considering the importance of developing good leaders that will continue with the vision of an organisation, capacity building and competence for the continued sustainability of an organisation, it is necessary that an effective mentoring programme be instituted within the organisation. This will strengthen the most important elements of an organisation such as the Boys' Brigade.
- Globally management of young people have moved from just leadership to mentoring and coaching. The B.B. as a leadership development organisation must be interested in mentoring by leveraging talents and engaging members of the organisation on a more personal level.
- Therefore, it is important that officers become mentors for the Boys in a B.B. Company, in view of the fact that the bulk of members are at the Company level.

Concepts and objectives of mentoring

- Mentoring is a process of using specially selected and trained officers and individuals to provide guidance, practical advice and enduring support that will help the Boy or officer in their developmental activities.
- Mentoring is a method of helping people acquire skills and knowledge from experienced leaders who are knowledgeable in the way of the organization and life experiences.

- Vickie L. Nadolski, defines mentoring as linking an experienced person (mentor) with a less experience person (mentee) to help their personal and professional growth'.
- According to Armstrong (2012), mentoring is the process of using specially selected and trained individuals to provide guidance, pragmatic advice and continuing support that will help
- Wikipedia explains mentoring to be a relationship in which a more experienced or more knowledgeable person helps to guide a less experienced or less knowledgeable person. The mentor may be older or younger than the person being mentored, but he or she must have certain area of expertise
- Mentoring is a way of raising up mature Christian disciples within the body of Christ and the Boys Brigade. Biblically, instances of mentoring include Deuteronomy 34:9 Proverbs 27:17, 2 Timothy 2:2 and it is seen as "wisdom teaching". In other words, mentoring is a mentee being led and guided by a mentor.
 - Moses and Joshua – Deut. 34:9.
 - Eli and Samuel – 1 Samuel 2-3:10.
 - Elijah and Elisha – 2 Kings 2:1-25.
 - Jesus and His disciples. – Matthew 4:17-22.
 - Paul and Timothy – 1 Timothy 1-2 etc.
 - Benjamin Graham and Warren Buffet.
 - Steve Jobs and Mark Zuckerberg.
- From the above definitions, mentoring, is one person giving advice and analysis in a reciprocal relationship helping another coordinate their ideas and methodologies to succeed in life (Thompson and Murchinson, 2018). It is a strategic tool that can be used for the recruitment, retention and training of the members and leaders in the Boys' Brigade.
- **A mentor** is someone who shares their knowledge, skills and/or experience, to help another to develop and grow.
- **A Mentee** is someone who advised and helped by a more experienced person known as a Mentor.
- **Mentorship** is the patronage, influence, guidance or direction given by a mentor.
- The B.B., as an organisation is expected and should provide biblical mentorship to its members irrespective of age.

Objectives of mentoring in the Boys' Brigade

- 1) Establishing a relationship of trust.

- 2) Modeling behavioural norm for the Boys.
- 3) Opportunity to listen to the challenges of the person and proffering strategies to solve the concerns.
- 4) Opportunity to share relevant life experiences.
- 5) Responding to emotional concerns of the mentee without depending on the mentor.
- 6) Development of lasting formal and informal relationship between the mentor and the mentee.

Importance and methods of mentoring

Mentoring and mentorship serves several importance both for the mentor, the mentee and the organisation. Some of the importance are:

1) Enhancement of inter-personal relationship

Mentoring enhances the relationship between the mentor and the mentee, which will aid the networking skills of the parties. The interactions offer numerous opportunities which include active listening, empathy etc.

2) Increases Knowledge

Working with a mentee increases knowledge gained through experiences. The Mentor advises the mentee on how to perform specific tasks. While the purpose is to help the mentee grow and overcome his challenges, sharing this knowledge reinforces it within Mentor.

3) Establishes leadership skills

Mentor is a leadership position involving giving guidance to another person. Through the guidance of the Mentor, the mentee hopefully gains useful skills or understanding about his challenge. Mentorship is developing leadership skills in the mentee (Boy).

4) Enhances confidence building

When a mentee succeeds, the mentor gains confidence in his/her skills and improvement or development. This confidence can help boost the Mentor's self-worth.

5) Provides parental figure

Mentoring provides parental figure with whom individuals can interact and discuss their aspirations and concerns and who will lend a sympathetic ear to their problems

Types of Mentoring

Basically, there are five types of mentoring. These are:

- 1) **Group mentoring** – this happens when one mentor takes on several mentees. As the mentor poses questions, he or she engages all members of the group while each mentee shares his or her experience and challenge.
- 2) **One-on-One** – This is the most common type of mentoring. It allows both the mentor and the mentee to develop a personal relationship and provides individual support. In addition, it gives the parties the opportunity to share personal thoughts.
- 3) **Peer Mentoring** – this when two people come together in a mentorship but both parties are from a similar age range.
- 4) **Distance mentoring** – is a mentoring process which depends on several factors. However, to achieve this, reliable technology is a must to ensure smooth communication for the mentor and the mentee.
- 5) **Reverse mentoring** – this happens when younger officers mentor their seniors. This type of mentoring generates knowledge sharing through both parties
- 6) **Speed mentoring** – this involves series of short conversations about specific questions

All the types of mentoring are shown in the picture below.



Figure 13

Stages of Mentoring

Every mentoring effort is expected to go through five stages which are rapport building, direction setting, progress making, winding down and moving on.

Clutterbuck () opines that the beginning of any mentoring programme starts with two phases – rapport building and direction setting.

Rapport building involves the engagement of the mentor and the mentee in a dialogue to have a good working understanding.

The **second stage** which is **setting the direction** entails setting of goals, giving the relationship a sense of purpose and working out the terms.

The **third stage** is the **progression stage**. At this level, the intensity of both the mentor and the mentee to learn increases during the period of mentorship. During his level, the mentee grows in confidence and have more self-insight to address the challenges.

Stage four is what is known as the **winding down level**. At this stage, both parties plan to close the relationship by reviewing and celebrating their achievements.

The **fifth stage** is known as the **moving on stage**. This stage involves the formal closing up of the relationship between the mentor and the mentee. However, parties can thereafter continue as friends.

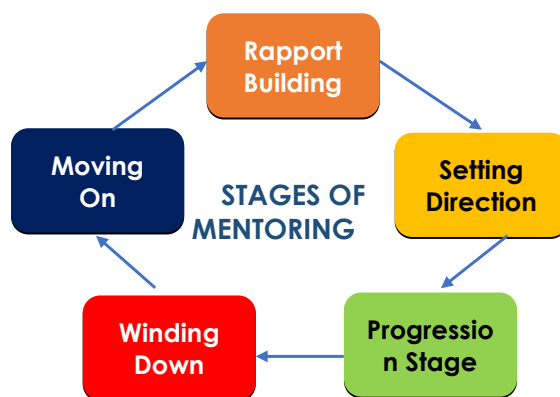


Figure 14

Qualifications of an Ideal Mentor

To have an effective mentor, he or she must have the following qualities.

- 1) The leaders must meet God's standard of character, faith, knowledge and spiritual gifts
- 2) Must be well established in the Christian faith
- 3) Must be a person of good reputation and above reproach
- 4) Must be faithful and willing to take risks
- 5) Listen and take advice
- 6) Must take responsibility for learning
- 7) Must be open minded and motivated
- 8) Must be courageous and committed.

However, it must be noted that both the mentee and the mentor must ensure that the process produces desired and tangible results to enable other to emulate.

The roles and responsibilities of a mentor and mentee

1) Clarity

Mentors and mentees require a complete understanding of the mentorship goals which involves active listening and building trust with each other.

2) Communication

With effective communication, mentors can promote the mentorship program and how the parties speak with each other.

3) Commitment

Both the mentor and mentee, requires dedication for the mentorship to efforts to succeed.

Conclusion

Mentoring offers direction, practical advice and support to the mentee. It is method of helping Boys to learn. It is a very useful tool in the recruitment of members into the organisation.

Diana Olin says mentoring is vital for cultivating an enriching inclusive community. The Boys' Brigade is a community of Boys and men willing to serve God but they may be having challenges about serving, leadership or even choice of career. This is what mentoring aims at achieving.

Further Reading

Armstrong Michael, (2012). Armstrong's Handbook of Human Resource management Practice. KoganPage. USA.
Edebiri Collins, (2019). Why Mentoring. MCDI. Solvers Publishers, Aba,

BASIC 4

SENIOR SECTION ADMINISTRATION

BASIC 4

SENIOR SECTION ADMINISTRATION

GENERAL PREVIEW

- This is the fourth phase of the Basic training for officers. This segment has been tactically designed for officers, especially, those who want to work with the Senior Section Boys and even further their training with a focus on becoming trainers.
- The Senior Section is a section in the Company for Boys over the age of 16 years to 19 years. Some of the Boys in this Section can be used to assist the Company Staff in the administration of the Company.
- In view of the above, the goal at this level is to ensure that trainees are well grounded in the administration of the Company Section at the various Company levels.

REQUIREMENTS FOR FACILITATORS

- Facilitators for this level of training should be experienced trainers preferably trainers with advanced certificate. In addition, it is expected that during the delivery of lectures, Trainers will engage trainees in discussions, sharing of experiences and case studies.

- Facilitators should use training methodologies that includes interactions, modelling experiential and case studies. Facilitators should make the lectures interesting. Trainers are reminded that this is an adult learning, hence respect should be mutual.

COURSE OUTLINE AND CODES

S/N	COURSE CODE	COURSE TITLE
1	LSC 401	The History of the Boys' Brigade in Lagos State
		The Senior 402
2	LSC 402	403 - The Senior Section, its Structure and the Church
3	LSC 403	404 Recruitment, Training and Retention in the BB
4	LSC 404	Leading the Senior and Teamwork
5	LSC 405	Senior Section Programme Planning
6	LSC 406	407 Guidance and Counselling Skills for Officers
7	LSC 407	Christian Mentoring
8	LSC 408	Ceremonial Drill

Basic 4 - Senior Section

195 -246

- 1) The History of the Boys' Brigade in Lagos State
- 2) The Senior
- 3) The Senior Section, its Structure and the Church
- 4) Recruitment, Training and Retention in the BB
- 5) Starting a Boys' Brigade Company
- 6) Senior Section Programme Planning
- 7) Guidance and Counselling Skills for Officers
- 8) Leading the Senior and Teamwork
- 9) Financial Administration in the Boys' Brigade
- 10) Child Psychology
- 11) Ceremonial Drill

LSC 401 -THE HISTORY OF THE BOYS' BRIGADE NIGERIA IN LAGOS STATE

COURSE RATIONALE

The history of the Boys' Brigade Nigeria, will be incomplete without the history of how the organisation started in Lagos State. Lagos State Council occupies a unique place in the history of the Boys' Brigade in view of its prominence in the organisation, growth, administration and sustainability of the organisation..

Therefore, in this module, participants would be exposed to the history of the Boys' Brigade, Lagos State in particular.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- know the history and transformation of the Boys' Brigade in Lagos State;
- know the personae involved in the history and transformations into Battalion Council;
- acquire knowledge on the contributions of the State to the development of the BB and

COURSE OUTLINE

The content of this module is as follows:

- the history of the in Lagos Area and Lagos State;
- the growth and administration of the BB in Lagos State;
- other developments of the BB in Lagos State.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- use verbal cues during the delivery of the course.
- answer questions bothering the trainees.
- present the module using PowerPoint with embedded pictures of the milestones and personalities mentioned in the course of the history.

LSC 401 -THE HISTORY OF THE BOYS' BRIGADE NIGERIA IN LAGOS STATE

Introduction

- Lagos is the Nigeria largest city and one of the largest in the sub-Saharan Africa. The area was dominated by Yoruba fishermen and hunters and also the Benin people. Lagos is well known for its bustling economic activities which earned it the sobriquet "*the commercial nerve centre of Nigeria*"
- Nigeria became a British Protectorate in 1901 by the Colonial Masters. However, at the independence of Nigeria Lagos assumed a new status which culminated in

its declaration as a State, after the civil war in 1967, by the government of General Yakubu Gowon.

- The State is at the forefront in many events in Nigeria, is located in the south-western part of the Nigeria and the second most populous state in Nigeria.
- Since its declaration as a State, Lagos State, it became the capital of Nigeria before the capital was moved to Abuja by the government of General Ibrahim Babangida. However, the State still maintains its centre of commercial activities. Currently, Lagos State has twenty (20) Local Government and thirty-seven (37) Local Development Council Areas.

Formation and Inauguration of Boys' Brigade in Lagos

- The Boys' Brigade Nigeria came into Lagos area in 1908 even before the creation of the State in 1967 and after seven years Nigeria became a British protectorate by Mr. A.W, Wakeman, a British Missionary, who at the time was working with the Christian Missionary Society (C.M.S.) Bookshop and in collaboration with the Rev. T.A.J. Ogunbiyi, who was the Vicar of the Holy Trinity Anglican Church, Ebute Ero, Lagos started the first Company of the organisation.
- On February 13, 1908, Mr. Wakeman with the cooperation from the Rev. T.A.J. Ogunbiyi, further established the Boys' Brigade at the Holy Trinity Church by the acceptability of the organisation by the Church which further strengthened him and the Boys and thereafter made arrangements for the formal registration of the Company.
- On September 5, 1908, the Rev. T. A. J. Ogunbiyi registered the first Boys' Brigade Company in Nigeria in London as "The Lagos Company" and later changed to *"the 1st Lagos Company"*. This, empowered other B.B. Companies to emerge.
- The first enrolment service held on Sunday, October 20, 1908 with the following as leaders of the new Company.
 - ✓ Chaplain – the Revd. T. A. J. Ogunbiyi;
 - ✓ Captain- Prince Oye Akintoye; and
 - ✓ Training Officer - Mr. A. W. Wakeman.
- At the enrolment service, twenty-eight (28) Boys were enrolled and five (5) officers were commissioned. From onset, membership of the 1st Lagos Company was not limited to the Boys from the Church alone. Boys from the neighbourhood were recruited irrespective of their religion or denomination.
- These Boys, later, were the foundation members when the B.B. was established in their Churches. Within a short span of time, membership of the 1st Lagos Company increased to over one hundred Boys.
- From reliable information, Chief J. O. Craig, who was one of the foundation members of the 1st Lagos Company, in an interview with the Nigerian Broadcasting Service in 1958, was quoted saying *"I remember in 1908, Mr. Wakeman of the CMS Bookshop, now CSS, Lagos came to us Boys of the Holy Trinity Anglican Church, Ebute Ero and started a football club with us and a few weeks' time, he introduced what is called The Boys' Brigade and trained us to become a Company"*.
- Shortly after the registration of the 1st Lagos Company, other Companies were registered. These Companies were:

- ✓ 2nd Lagos attached to Wesley Methodist Church, (now Wesley Cathedral), Olowogbowo, Lagos
 - ✓ 4th attached to Trinity Methodist Church, Tinubu, Lagos. The Company grew with many Boys due to its fame through brilliant Band display.
- However, the 3rd Lagos Company connected to Jude's Anglican Church, (now Cathedral of St. Jude), Ebute Metta was later established in 1926. The first set of Officers were Mr. W. T. G. Lawson as Captain, and Messrs Obasa, F. O. Bankole, Pekun Soremekun and Llyod Kumuyi as Lieutenants.
 - According to [Fatile \(1998\)](#), noted that the issue with the numbering of the Companies might have come from Sir William Smith who personally registered the first three Companies in 1908 as he referred to the 2nd Lagos Company as the 1st Olowogbowo Company in one of the Gazettes. He was aware of new Companies in Nigeria and was very delighted having 'the coloured Companies'.
 - In his oral testimony, Mr. M. Olutola Dada, GCOA, opined that there was a period of lull in the formation of Brigade Companies in Nigeria after the establishment of the first three Companies, due to the outbreak of the first World War between 1914 and 1918. Thus, when in 1926, the B.B. was established at St. Jude's Church, the officers of the four existing Companies who were Anglicans and Methodists, met and agreed to alternate the numbering between the two denominations, bringing St. Jude's Anglican Church to 3rd Lagos Company and Trinity Methodist Church, Tinubu to 4th Lagos Company.
 - This numbering agreement was short lived as the next Company was established in 1935 was attached to a Methodist Church and was registered as the 5th Lagos Company, Williams Memorial Methodist Church, Ebute Metta.
 - It is very apt to note that the establishment of the B.B. that started with five Companies has since grown tremendously.

Growth and Administration of the BB In Lagos State

- As the work of the B.B. continued to gain recognition, more Churches began to embrace the Boys' Brigade, establishing Companies in their Churches which prompted the registration of more Companies in Lagos.
- The list of the first thirteen Companies to be registered in London for Lagos were

S/N	Company Number	Name Of Church
1	1st Lagos	Holy Trinity Anglican Church, Ebute Ero, Lagos
2	2nd Lagos	Wesley Methodist Church, (now a Cathedral) Olowogbowo, Lagos
3	3rd Lagos	St. Jude's Anglican Church, (now a Cathedral) Ebute Metta, Lagos
4	4th Lagos	Trinity Methodist Church, Tinubu, Lagos

5	5th Lagos	Williams Memorial Methodist Church, (now a Cathedral) Ebute-Metta
6	6th Lagos	St. David's Anglican Church, Okesuna, Lagos
7	7th Lagos	Christ Anglican Cathedral Church, Marina, Lagos
8	8th Lagos	St. Paul's Anglican Church, Breadfruit, Lagos
9	9th Lagos	Hoare's Memorial Methodist Church, (now a Cathedral) Sabo, Yaba
10	10th Lagos	Ereko Methodist Church, Lagos
11	11th Lagos	St. John's Anglican Church, Aroloya, Lagos
12	12th Lagos	Folawiyo Bankole Memorial Methodist Church, Surulere.
13	13th Lagos	Bishop Tugwell Memorial Anglican Church, Lagos

Table 10

- The Rt. Revd. Leslie Gordon Vining who served between 1940 and 1955, as the Bishop of the Lagos Anglican Diocese, later became the first Archbishop of West African Province in 1951, was a great supporter of the B.B. as he championed the formation of Companies within his jurisdiction.
- In the same vein, the Rev. W. H. Mann, a Methodist Priest was actively involved in B.B. as he meritoriously served both 2nd and 4th Lagos Companies between 1940 and 1950. Within the same period, the Rev. Timothy Olufosoye was the Chaplain of the 7th Lagos Company, also supported the BB work in the Cathedral under the guidance of Bishop Vining.
- However, there were other Companies were established such as the 1st Badagry Company attached to Freeman Methodist Church, Badagry which was established by Rev. W. F. Mellor in 1948; St. Michael's Anglican Church, Popo Oba, Epe which was registered in 1956 as 1st Epe Company and a host of others.
- In 1951, Mr. Daniel MacMillan arrived Lagos as a BB missionary from United Kingdom. He later became the Training and Organizing Secretary of the Southern Nigerian and the Southern Cameroon. However, the need for a central coordinating body became apparent, so some Officers in the Western Region and Lagos Group Council met and on September 9, 1952, the Western Regional Council of the Boys' Brigade was inaugurated with Lagos as part of the administrative structure.
- Nevertheless, each of these Companies were independent. There were many more registered Companies, but there was no supervisory authority at the centre since Mr. W. A. Wakeman left Nigeria in 1962.
- In the course of expanding the frontiers of B.B. in Lagos, in 1947, some Officers decided to constitute "Lagos Officers' Council". Bishop L. G. Vining became the Chairman and Ven. S. C. Phillips was made the Council Chaplain. The name was changed to Lagos Officers' Group Council in 1962 and Mr. S. H. O. Alder of the then 9th Lagos Company was elected the Chairman.

- The implication of this was that it was only in Lagos that there was a formal body controlling and administering Companies. Other areas in the Western Region did not enjoy such an opportunity.
- According to Alder (2018), the first meeting of the Western Region officers Council held at Wesley College, Ibadan, from April 28 to May 1, 1962, appointed Mr. S.O. Maraiyesa as the National Secretary. Mr. Daniel Macmillan returned to his home country in 1962.
- The Lagos Officers' Group Council made steady progress and became stronger. In 1964, Mr. Moses Olutola Dada, was elected as the Chairman of the Council. Mr. S. H. Olatunji Alder was the Vice Chairman while Mr. Jas. Modupe Adenibi and Mr. E. Ade Alder were elected as the Secretary and Assistant Secretary of the Battalion respectively. Other officers elected were two Public Relations Officers - Messrs Segun Olusola and E. Ade Alder respectively.
- That same year, Lagos Officers Group Council requested to be granted a Battalion Council status.
- At the 8th Annual National Officers' Council Meeting held at Ondo Boys' High School, Ondo, in the year 1965, the Lagos Battalion and Ikeja Group Council presented a request that Lagos State Council of the Boys' Brigade be created. In order to meet with the requirements, 1st and 2nd Ikeja Companies were added to Lagos Company and the request was granted as the first State Council to be established in The Boys' Brigade, Nigeria. This signalled the beginning the Lagos State Council.
- On Sunday, May 4, 1969, at a service held at the Cathedral Church of Christ, Lagos, the Lagos State B.B Council was officially inaugurated. This was after a camping programme which took place from May 2nd to 4th, 1969.
- Prior to the inauguration, Officers of the Lagos State Council met where Honourable Justice George Baptist Ayodola Coker, a Justice of the Supreme Court of Nigeria, was appointed as the President, the post he held until his death in February 1991, while Mr. Moses Olutola Dada was elected the Vice President and Mr. (later the Revd.) S. Ola. Maraiyesa was the Secretary. He had been the National Secretary of The Boys' Brigade, Nigeria since July 1, 1962.
- It was possible for him to combine the two positions together since both the administrative offices of both the National Council and Lagos State Council was on the same building at Igbobi-Fadéyi area of Lagos. The Lagos State occupied the ground floor of the building on Alhaji Calfos Street from 1968 to the year 2001 when it the property.
- In 1970, Mr. J. S. Adefolarin Idowu took over from the Revd. S. Ola. Maraiyesa who had acted as the State Secretary/Organiser. Mr. Ade Idowu served untiringly and effected good innovations. Some of the innovations were the now wrested Youth Holiday Camp "Anchor town" which held in many cities of the Country, the Junior Section picnic, excursion trips to countries outside Nigeria such as Ghana. In 1983, he led the B.B. Lagos State Council contingent, the Centenary celebrations which held in Scotland, United Kingdom. He worked assiduously to move the State Council to greater heights.

- Between 1984 to 1990, due to the backlash from the Centenary Celebrations in the U.K., the office of the Secretary/Organiser for the State Council became vacant. The development, brought about the period of 'Sole Administrator' in the State which made Mr. M. O. Dada to administer the State Council.
- However, on August 1, 1990, Mr. Festus Ola. Adeniyi was appointed the Secretary Organiser. He, continued with the Youth Holiday programme which held in Badagry in 1992, Osogbo 1995 and Ilorin 1997. He introduced the scheme for honorific awards for members who had served the organisation meritoriously. He was involved in the creation of Battalions Councils in Lagos on Local Government basis for the purpose of expansion. His tenure came to an end abruptly in 2002, after some allegations of administrative impropriety and abuse of office.
- Other officers who had served as full time Secretary/Organiser or on part time basis included:
 - ✓ Very Revd. Engr. Muyiwa Awe (Acting)
 - ✓ Mr. Olasoji Onabamiro (Acting)
 - ✓ Pastor Soji Bisi Taiwo (Full Time)
 - ✓ The Revd. E. O. Obilana (Full Time)
 - ✓ Mr. Oluseyi Oyinlade (Full Time)
 - ✓ Elder Mark Uche Ottah (Acting)
 - ✓ 'Tope Odusola (Acting)
 - ✓ Diete-Koki, Charles-Jeffrey (Full Time)

Other Developments of The BB In Lagos State

- In continuation of its expansion strategy, additional Battalion or Group Councils were created to cater for development around and within Lagos State. The following Councils were created:
 - ✓ Apapa/Ojo Group Council - to cater for Companies around Apapa, Ajegunle, Ojo and Amuwo environs.
 - ✓ Badagry Group Council - to cater for Companies in Badagry zone of the State.
 - ✓ Ikorodu Group Council for Companies located around Ikorodu Zone of Lagos State.
 - ✓ Epe Group Council located around Epe Zone of Lagos State
- On April 26, 1992, Apapa Battalion Council was inaugurated at Christ the King Anglican Church, Ajegunle Apapa with Mr. L. A. Osibanjo as Chairman while on October 31, 1993, Badagry Battalion was inaugurated at St. Thomas' Anglican Church, Badagry with Mr. M. S. Samuel as the Chairman.
- From 1991 onward, the State further expanded the number existing Battalion Council with the splitting of old Lagos Battalion Council into three zones namely -Lagos Island, Mainland, Surulere and from Ikeja Battalion - Agege/Oshodi Zone and later Oshodi/Isolo Zone and later Oshodi Zone and Isolo Group Council, Mushin, Kosofe, Somolu, Bariga, Alimosho and Ojo Zones.

- These Zones and the Group Councils have become Battalions to conform with the Local Government arrangements in Lagos State.

Current Development in the State Council

- The State Council is not bereft of developmental ideas. As it has maintained its status as a model State Council. Currently in the State, there are twenty-four Battalion Councils and one Group Council, arranged in accordance to the Local Government jurisdictions in Lagos State.
- The State Council is currently made up of four hundred and twenty-four registered Companies
- In terms of activities, the State Council has introduced activities in line with its strategic plan to reinvent the Boys. Furthermore, the State Council, is ensuring that a Camp and training centre is completed for the use of the Boys and Officers for training and other B.B. activities.

LEADERSHIP OF THE STATE COUNCIL

- In 1992, after the demise of Justice G. B. A. Coker in 1991, Mr. M. Olutola Dada became the President at the Meeting of the State Council held at Bishop Adedokun Howells Memorial Anglican Church, Surulere.
- In 1996, at the Annual State Council Meeting which held at Hoare's Memorial Methodist Cathedral, Yaba, Pastor (Engr.) Dr. G. B. A. Coker was elected President, after Mr. M. Olutola Dada passed.
- Unfortunately, Pastor Dr. G. B. A. Coker took ill in 1999. This prompted Chief E. Ade. Alder, who was the oldest among the Vice Presidents was mandated to act in the position. Sadly, Pastor Dr. G. B. A. Coker passed on in 1991. His death led to the election of a new President.
- On September 14, 2002, at an election which held at Christ Apostolic Church, Isale-Apata, Somolu, Omo'ba Olajide Abayomi Martins, the Founder of Bemil Security Company was elected President. He, served till the year 2005 when Pastor (Dr.) O. O. Sowande who had served as Internal Auditor of the State Council in the previous years emerged as the President at the Annual General Meeting hosted by the Agege Battalion Council and held at the Agege Local Government Secretariat Hall.
- Pastor (Dr.) O. O. Sowande spent six years of two terms.
- At the expiration of the tenure of Pastor (Dr.) O. O. Sowande in 2011, Sir Sunny N. Nwosu who was one of the Vice Presidents during the administration of Pastor Dr. Sowande was elected President at an election held at St. Theresa's Catholic Church, Ifako, Agege. He was re-elected for another term of three years in the year 2014.
- At the expiration of the term of Sir Sunday Nnamdi Nwosu, Architect Olusegun Paul Adetokunbo Ladega, *FNIA* was elected as the 7th President of

- the Boys' Brigade Nigeria, Lagos State Council at the Annual General Meeting held at the Cathedral of St. Thomas, Badagry.
- The following is the list of current Office-bearers of the Lagos State Council
 1. Arc. O. P. A. Ladega *FNIA GCOA* - President
 2. Mr. Olugbolaga Ajayi - Vice President, Finance & Administration
 3. Very Revd. H. S. A. Osindeinde - Vice President, Training & Extension

- | | |
|---------------------------------|--|
| 4. Captain Henry Dotun Ogunyemi | - Vice President, Projects & Investments |
| 5. Elder Daniel Dangabar | - Vice President, National & Int'l Relations |
| 6. Diete-Koki, Charles-Jeffrey | - Secretary/Organiser |
| 7. MSA Sunday G. Dansu | - Treasurer |
| 8. Elder Sunday O. Agi | - PRO |
| 9. Mr. Benjamin Ndiyo | - Internal Auditor |

CONCLUSION

- The Boys' Brigade, Lagos State Council is a role model to other State Councils in the BB Nigeria.
- The State Council has witnessed growth and development in terms of administration, leadership and establishment of more Companies.
- However, the State Council needs to do more to galvanise support for its mission especially among the crop of officers and other stake holders.

Further Reading

The Boys' Brigade Nigeria, LSC – Lecture Notes on the History of B.B. in Lagos State.
Alder, E. Ade (2018). History of the Boys' Brigade, Lagos Battalion Council

LSC 402 -THE SENIOR SECTION, IS STRUCTURE AND THE CHURCH

COURSE RATIONALE

The Senior Section in the Boys Brigade are a group of Boys within the age bracket of 16 years to 19 years old. Boys within this group are encouraged to lead their own programme, supported by their leaders (officers).

This group has its own programme based on the approved scheme of the B.B. The section runs together with the Company Section where the Senior are expected to take leadership responsibilities.

The aim of this module is to expose participants to the principles of the Senior section, its structure and its connection to the church.,

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- know the purpose, the formation and the characteristics of the Seniors in the Boys' Brigade;
- acquire knowledge and skills on how to lead and work with the Seniors;
- describe the relationship between the Church and the Seniors in a B.B. Company;
- develop knowledge on the programmes of the Seniors.

COURSE OUTLINE

The module consists:

- the formation and the characteristics of the Seniors in the Boys' Brigade;
- the purpose, composition and the uniform of the Senior Section;
- leading and working with the Seniors and
- the relationship between the Church and the seniors in a B.B. Company

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course 100% and participated actively during the training.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- use oral prompts during the delivery of the course.
- answer questions bothering the trainees and make the class to be very interactive.
- present the module using PowerPoint or slides, video on activities for the Seniors etc.

LSC 402 -THE SENIOR SECTION, ITS STRUCTURE AND THE CHURCH

Introduction

- The Senior Section in the Boys Brigade are a group of Boys within the age bracket of 16 years to 19 years old. Boys within this group are encouraged to lead their own programme, supported by their leaders (officers).
- This group has its own programme based on the approved scheme of the B.B. The section runs together with the Company Section where the Senior are expected to take leadership responsibilities.
- It is important to take interest in the seniors, who are leader in the making. It is necessary in order to develop and use their skills and confidence to give them a sense of achievement and recognition. This group of Boys have their opinions already formed and they want to be listened to, valued and respected. Also, they want to have fun. It should be noted that the Senior Section is a reflection of the leaders, the Church and the setting within the Company.
- This age group is considered in the youth work as the most sensitive age mainly because the age group is the bridge between adolescent and adulthood; hence they are characteristically willing to have their freedom of movement, thought, association, decision etc. However, in having these rights, they should be guided towards achieving their desires within the organization.
- Human beings face many challenges including the Seniors. In today's world, young people are showing signs of stress of which the Church and its affiliate organisations should provide succour. This is the point where the influence of officers of the B.B. is required to make a difference.
- The B.B. is to train these young Boys to take up the leadership in the next generation and more importantly is the advancement of the kingdom of God.
- Therefore, Officers need a good working understanding of how to relate with young people within this age brackets. The understanding includes their developmental needs. During this stage of life, Seniors complete their physiological growth, strengthen their abilities to solve complex problems and utilise their independence while developing profound friendships.
- These needs are factored according to the Maslow Hierarchy of Needs which focuses on the fact that people are motivated by their needs which are translated into goals for them to attain

Needs	Content of the Needs
Physiological	food, water, sleep, shelter, clothing
Safety Needs	security, protection from danger

Social Needs	belonging, loved, friendship
Self-Esteem	self- respect, status, recognition, identity
Self- Realisation	growth, personal development, accomplishment

Table 11



Figure 15

Formation of the Senior Section

- The senior section is formed during first enrolment of the company alongside other sections. Boys will remain in the company section until they are 16 years of age. Before a senior section is formed, officers should think through in all the developments very carefully and undertake a review of the situation each year. A senior section should not be formed just because the Brigade recommends it.
- If the senior is to be helped to take his place in the church and the wider communities, then the senior section must be inward and outward looking, preparing the senior section boys for the time they will be discharged from the company or retained to become officers.

Characteristics of a Senior Boy

The Senior Section Boys are in a transitional stage into adulthood and the stage is characterised by:

1. intense physical changes - broad chest and shoulders, reproductive development etc.;
 2. behavioural development- the development of distinct personal identity;
 3. agility and strength - ability to move energetically;
 4. mental alertness; and
5. search for spiritual identity.

The Purpose of the Senior Section

- The purpose of the section is the same as that of other sections of the company as expressed in the object of the Boys' Brigade. The aim of the senior section is to complete the work already started at the early stages of a Boys' life in the Boys' Brigade and to pass him into full life of the church.
- To achieve the purpose, the Senior Section aside continuing training begun in other Sections of the company, should adopt a different approach to training. The Seniors should be trained for Christian leadership and service to the Community in all aspects.

SENIORS PROGRAMMING

- It should be noted that the prime purpose of work with the seniors is to provide a bridge between the Boys in the section and the church, considering the objectives and aims of planning for the seniors.
- It is important that the programmes must be based on the methods of the B.B which are discipline and religion which are further divided as shown in the diagram below.

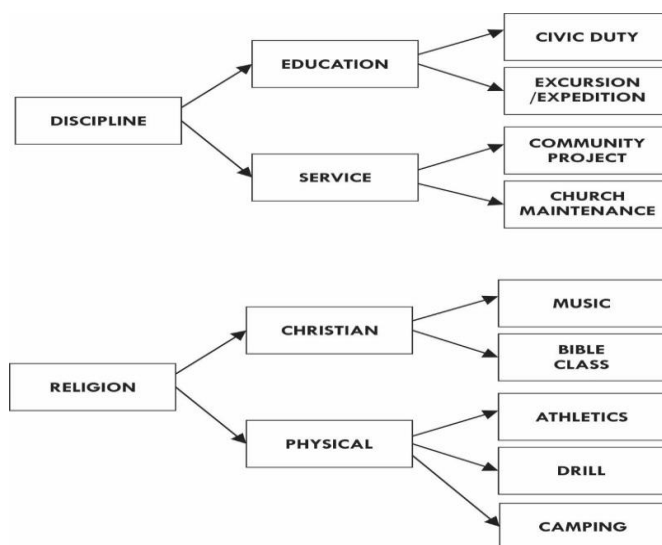


Figure 16

Senior Section Uniform

- Navy Blue long sleeve jacket (with four pockets with cover and shoulder flap)
- White Long Sleeve shirt
- Black Tie

- White trousers/skirt
- Haversack (except Staff-Sergeant)
- Field Service Cap
- B.B. Belt
- Pair of Black shoe with lace and black sock.

Importance of Senior Section

Seniors are important to a B.B. Company for many reasons. They

1. vital to the fulfilment of the Brigade's noble objective.
2. provide stability, a balance of age and experience among the Boys.
3. are the best line of communication between the Boys and the Officers.
4. assist in the organization of the company and programme planning.
5. take on various leadership roles, depending on individual maturity and sense of leadership.
6. are central to the spirit and morale of the Company.
7. provide challenge to other Boys and encourage them to become active seniors.

MANAGEMENT OF THE SENIORS

- The overall responsibility for the Senior Section lies with the Company Captain.
- However, the day-to-day administration should be delegated to other Officers, a senior Lieutenant (where applicable) should be made to be in Charge.
- The Management of this group requires an officer who will lead the Boys without commanding them and who would blend with the Boys to achieve set goals.

Working with the Seniors

When working with the seniors, the under listed factors should be considered.

- **Flexibility of the officers**
 - ✓ In working with the seniors, the attitude of the officer(s) to the Boys is very germane. Boys in this section deserves to be respected rather than been bullied.
 - ✓ Senior Officers must be flexible in their approach. Many learning techniques that is effective with younger Boy's and not relevant in the senior's age group.
 - ✓ In this regard, a competent officer should be appointed and this must get the buy -in of the Boys.
- **Maximum participation from the seniors**
 - ✓ Senior should be encouraged to participate in the planning of their programme.
 - ✓ The aim of the officers should be to encourage the seniors to run and own their activities, calling on the officers for advice and support where necessary.
 - ✓ Active participation by the seniors is an essential part of senior's work in the Brigade.

THE SENIOR AND THE CHURCH

- The church is very important for the BB Company to exist. A B.B. Company cannot exist without a Church hence, the Company loyalty to the church should be in furtherance to the achievement of the object.

- It is important to note that, in the work of the company it is the responsibility of the Captain to work in concert with the Chaplain. It must be noted that the issue of the officers that care must be taken by the Chaplain to ensure that officers and Boys possess Christian character.
- The Company Chaplains are the spiritual fathers of the Company and they should be invited and consulted on issues affecting the Senior Boys including the Christian education of the seniors.
- Other functionaries including the Patrons, Patronesses, Honorary Officers, and Advisers within the church should be encouraged to participate in the management of the Boys as role model, mentors and character builders. It is instructive for Officers to work in close relationship with these functionaries.
- Seniors are young adults with agility and abundant strength, their strength should be tailored on activities that will lead to the increase in the numerical strength of the company and the church. Captains and Officers should encourage the seniors to show interest in evangelism through the distribution of tracts, house to house evangelism, using music as tool for evangelism and to use deploy good means to be a good ambassador at all times.
- Church membership- The age group of the senior section forms the catchment age for recruitment into the church. Seniors should therefore be encouraged to become full members by attending various means of becoming a member.
- Active participation at church programme- Senior Boys should be encouraged to participate actively in all the programmes of the church which are relevant to him. e.g., seminars, vigils, bible study evangelism and participate actively during special occasions of the Church such as anniversaries, harvest etc.
- Senior Boys should be encouraged to get involved in other departments in the church such as the Choir, Guild of Stewards/ Ushers, prayer warriors, Sunday school teachers etc.
- Positive image laundering: the senior Section Boys can also project a positive Christian image for their church through their behaviour, both within and outside the church.

CONCLUSION

Seniors are at transitional stages of their lives; they will be making decisions affecting their future. They exhibit social, physical and emotional traits and should be mentored to establish a personal relationship with God. They should be encouraged to focus on who they are and who God calls them to be.

It is at the senior section level in particular that the object of the BB is fulfilled.

LSC 403 - RECRUITMENT, TRAINING AND RETENTION IN THE BOYS' BRIGADE

COURSE RATIONALE

Recruitment is a key process in any organisation. Due to its importance of actively seeking out, finding and enrolling new Boys into the Boys' Brigade Company. In fact, recruitment into any Boys' Brigade Company should be a carefully planned event since the aim of the B.B. is to advance Christ Kingdom among Boys.

In this module, participants will acquire knowledge on the procedure for the recruitment, retention and training of Boys in the Boys Brigade.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- acquire skills on recruitment strategies of the B.B.
- enumerate the procedure for recruitment, retention and training in the B.B.
- identify various trainings and strategies for retention of Boys

COURSE OUTLINE

The content of this module is as follows:

- conceptual meaning of recruitment, training and retention in the Boys' Brigade;
- the purpose of recruitment and retention in the B.B;
- strategies for recruitment and retention in the B.B.; and
- trainings in the B.B. for boys.

ASSESSMENT REQUIREMENT

For a trainee to be assessment, he training must attend the course 100% and participate actively.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- make the module very interactive.
- answer questions from trainees.
- Study for additional information on the module generally.
- present the module using PowerPoint with embedded pictures .

LSC 403 - RECRUITMENT, TRAINING AND RETENTION IN THE BOYS' BRIGADE

Introduction

- Recruitment, training and retention in the Boys' Brigade is an important activity in the organisation. The sustainability of any organisation depends solely on its recruitment and retention policy.
- Jesus Christ in order to fulfil His Ministry, recruited in the first instance twelve people named disciples, trained them and retained them. He, needed more people, for the propagation of the Gospel and the ministry of reconciliation (Mathew 4:8-21).
- The people He called were men with different vocations. Jesus immediately began developing them into future leaders for the Church.
- In the same vein, the B.B. must recruit and train the recruits to becoming future leaders for sustainability and growth of the Boys' Brigade.

Conceptual Meaning of Recruitment, Training and Retention In The Boys' Brigade

Recruitment

- Aswathappa (2013) sees recruitment as the process of searching for and obtaining suitable people for engagement.
- Recruitment is an overall process of attracting, selecting, choosing, enlisting, and or adding to an existing one in an organization.
- McShane (2009) defines recruitment as a set of activities that improves the number and quality of people for engagement by organisations.
- In the Boys' Brigade, recruitment process entails the scouting, obtaining, acceptance and enrolment of Boys into the B.B. Company with a view advancing Christ kingdom.
- The basis for the establishment of the Boys' Brigade was to arrest observed moral and ethical decadence among young boys and to help develop the work of mission hence, the need for the recruitment exercises to grow the organisation. This, gives room for soul-winning by recruiting Boys on annual basis.
- The strength of a B.B. Company lies in the recruitment of new members annually into the Company.
- It is expected that new members are recruited into the Company towards for the purpose of advancement of Christ kingdom.

Purpose of Recruitment in the Boys' Brigade

The general purpose of recruitment in the Boys' Brigade is to

- 1) engage more members into the organisation for the purpose of leading them to Christ;
- 2) enhance the performance of the B.B. Company.
- 3) Grow the membership of the organisation and the Company in particular;
- 4) Sustain the organisation.
- 5) Fulfil the call for evangelism among Boys

The recruitment of young Boys into the Boys' Brigade is the first contact that a Company makes with a potential member. It is through this process, that many Boys will come to know God and the Brigade.

Strategies for recruitment of members in the B.B.

1. **Self-advertisement**

The character, personality and attitude of a Brigade member is testament to boys outside the B.B. Therefore, officers and Boys must be mindful of their behaviour both within and outside the B.B. Positive and moral living by members is an announcement and a priceless advertisement for membership into the Brigade.

2. **Schools**

Advocacy to schools is a source of recruitment. Officers could take the Ministry of the Brigade to both public and private schools after the consent of the head teacher or Principal is sought and obtained.

3. **Sunday School**

Sunday Schools in the various churches is a veritable source of recruitment into the Brigade, in view of the large number of children in this department of the church. Therefore, officers are encouraged to also serve as teachers in the Sunday School.

4. **Church Information Flyers**

Captains and officers should request that information on the membership of the Brigade be included in the church information flyer. In addition, Officers of the Company can request that a Sunday be given to address church members on Brigade.

5. **Personal method**

Recruitment could be done by an officer personally approaching a boy and his parents in the church and within the locality of the church to encourage the Boy to join the membership of the B.B. However, this approach requires that the credibility of the officer be good and his character is Christ like.

6. **Street parade or Company display**

The performance and beauty of the Brigade in street parade or Company annual display is a method that can attract boys into the brigade. This event must be carefully planned to ensure that the catchment area of the church is well covered

7. **Other programmes and activities**

A well planned and implemented programmes and activities will arouse the interest of Boys which in turn could make other Boys to join the organization.

8. **Posters and handbill**

Posters and hand bills could be produced and pasted in strategic locations within the jurisdiction of the Church and areas close to the church.

9. **Wearing of Uniform**

Wearing of the B.B. uniform on some selected days could be a source of recruitment into the B.B. Boys admire their fellow Boys wearing uniforms that are unique and could bring honour and respect to them.

Training

- Training is as “an organized activity aimed at imparting information and or instructions to improve the recipient’s performance or to help him attain a required level of knowledge or skill”.
- Aswathappa (2013) refers to training as the process of imparting specific skills.

- Training is a learning process that involves the acquisition of knowledge, sharpening of skills, concepts, rules or changing attitudes and behaviours to enhance the performance of the trainee.
- Armstrong (2012), defines training as the systematic application of formal process to impart knowledge and help people to acquire the skills necessary for them to perform their jobs satisfactorily.

Importance of Training

- Generally, training as an important aspect of any organisation has a direct impact on the performance of the organisation. However, in young people, training serves the following. It is
 - i. an investment that pays greater dividends - Proverbs 22:6;
 - ii. a way of inculcating and developing the ethos of the organisation in members -
 - iii. keeping faith with the members. An opportunity for members to learn, grow, discover and get rooted in the vision of the Boys' Brigade.
 - iv. an opportunity for members to develop their skills and build confidence.
- However, the focus of the trainings must be geared towards advancing Christ Kingdom nurturing them to be good citizens.

Concept of Training in The Boys' Brigade

- The Boys' Brigade has a National training Policy for its members which emphasises the positive development. This provides a basic programme of training for the Boys and officers.
- The Boys' Brigade aims at developing Christian values, develop leadership qualities to Boys and Officers making them become contributors to their communities, churches, organizations and the nation at large.
- The training in the Boys Brigade is predicated on f spiritual, physical, social and educational as stated in Luke 2: 52. "*And Jesus grow in wisdom and stature and in favour with God and Men*" (NIV). These are further explained below

i. Spiritual -Jesus grew in favour with God-

This is an important aspect of the training of the Boys. Without the spiritual knowledge all other acquired knowledge is vanity. This is where boys learn about Christ and Christianity through Bible teaching, prayers, hymns, memory verses and other teachings.

ii. Physical - Jesus grow in stature

The physical aspect is derived through games, sport, indoor and outdoor activities and camping. The lack of physical education can bring dullness to the Boy.

iii. Social community - Jesus grew in favours with men.

Social and community work is seen in this point, boys must associate with others and must be talk low to help or assists others in the community especially the older ones.

iv. Educational - Jesus grows in wisdom

The Boys acquired skills through teaching and expertise counselling, they become professional in different field of endeavours.

TRAINING SCHEMES IN THE BOYS' BRIGADE

Training in the Boys' Brigade is divided into two main categories.

1. **Leadership Training Course** - The Junior leaders are into two folds
 - a. NCOs (Non-commission officers) Basic Training
 - b. NCOs (Non-commission officers) Advanced Training

The NCO's courses are the entry point training in the Boys' Brigade. It is expected that every Boy passes through the training to acquire the rudiments of the Brigade and in leadership skills.

2. **Officers Training Course** - The Officers' Training include:

- a. **Basic Training Course**

- i. Basic training is the foundation of leadership training withing the B.B. and it is mandatory for officers of the B.B. The Basic I-IV is run in a normal situation, it is only those who have completed Basic I-IV that should be appointed as Lieutenants in a Company.
- ii. The basic training provides every officer the opportunity to learn the essentials of the B.B. method and improve the officers' capabilities to perform at the Company level.
- iii. All Lieutenants and Captains are required to complete their basic training before appointment. Those who gave not completed their basic training are appointed Warrant Officers.

- b. **Refreshers Course:**

For officers who have completed Brigade School and recommended to attend to keep abreast of the B.B. activities and new innovations. Officers are encouraged to attend at least one refreshers course.

- c. **Specialized Training Course**

These are courses covering every aspect of B.B. activities and to provide technical knowledge and guidance on instructional methods. The specialised courses include:

- i. Drill Instructions Course
- ii. Parade Commanders Course
- iii. Band/Band Masters Course
- iv. First Aid etc.

- d. **Brigade School**

- ✓ The Brigade School is a one week residential and comprehensive training for officers who have completed their basic training and for those aspiring to attending the Train-the-trainers Course.
- ✓ The National Headquarters organise and administer this training based on Zonal arrangement as agreed to at the National Council meeting.

- e. **Training Officers Scheme**

- ✓ This course as the name implies is a special course organized for officers aspiring to become training officers in the B.B.
- ✓ The training is organised and administered by the National Council. Seminars, Workshops, Train-The-Trainers etc.

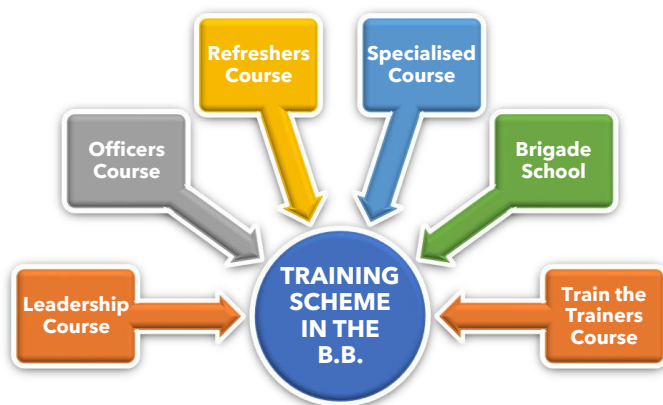


Figure 17 – Training Schemes in the B.B.

Retention

- This is a process of keeping something or somebody. It is the ability to keep or continue having something.
- Holliday (2021) refers to retention in organisations, as the ability of an organisation to prevent people from taking their exit by instituting programmes that will keep people in the organisation.
- It is very important to note that for any organisation to retain its members, there must be a thoughtful and comprehensive strategy that will stem the tendencies of members to leave the organisation.
- However, in the Boys' Brigade, retention is the process of keeping, retaining and encouraging the Boys to remain in the organization through various activities and programmes.
- It should be the avowed interest of officers to retain Boys within the Company. This can only be achieved by implementing programmes and activities that will add value to the Boys.

Importance of Retention in the B.B.

The retention of Boys in the Brigade is to promote the sustainability, success and growth of a B.B. Company. In addition, retention of Boys serves the following importance.

1. Retention of Boys leads to improvement of the experiences of Boys and young members in B.B. Companies.
2. It builds relationship.
3. It encourages peer relevance i.e.; Boys will see themselves as belonging to the same organisation thereby increasing their relationship both within and outside the Brigade.
4. It gives the Boys opportunities to advance and become competitive.

STRATEGIES FOR RETENTION OF BOYS IN THE B.B

1. **Programme Planning**

Companies will retain Boys by planning and implementing interesting programmes that will stimulate the interest of the Boys. Variety and Progression should be considered when planning programmes.

2. **Promotion**

- Another strategy for keeping Boys in the Boys Brigade is promotion of the Boys as an incentive for contributing to the success of the Company. It is a reward for good work done by Boys.
- Usually, promotion from one rank to the other is always done during a ceremony organised for the purpose. However, it is preferable that the promotion is done during the church service to serve as encouragement to both the Boys and their parents. It is to develop leadership skills in them.

3. **Achievement, Badges and Awards**

- Boys are retained through a series of activities leading to the award of badges to the Boy showing his achievement in the Company.
- Boys wearing the badges and recognition for awards serve as a source of motivation for non- members of the Brigade. This is good because young boys love being celebrated and recognised for their achievement.

4. **Celebration of Milestones and academic Excellence**

Celebration of academic excellence and milestones is a source of retention of Boys in the Boys' Brigade. This could be arranged to coincide with the celebration of Children's Day in the church. This will spur Parents to enrol their Boys in the Brigade.

5. **Educational visits and excursions**

Organisation of a carefully planned educational visits and excursions to places of interest is another way of retaining Boys in the Company. Therefore, Captains and officers when planning this event should carry the Church along.

CONCLUSION

- It is absolutely important and necessary that recruitment, training and retention of members should be seen as an important activity in the B.B. for the growth and sustainability of the vision of the B.B. to advance Christ kingdom among Boys.
- Every effort must be made by Captains and officers to ensure that necessary, interesting and value adding activities are employed to arouse the interest of the Boys and officers.

Further Readings

Armstrong Michael (2012). Armstrong's handbook of Human Resource Management Practice. KoganPage Limited,

Hill McShane (2009). Principles of Management, African Edition. McGraw-Hill Education.

Osindeinde Henry S.A. (2008). Managing the Brigades for Effectiveness in the Church. A paper presented at the 2008 National Patrons and Patronesses Forum organised by the Association of Methodist Brigades, Lagos.

The Boys' Brigade (1971). Manual for the Use of Officers. Brigade House, parsons Green, London.

The Boys' Brigade. Junior Section Handbook. Brigade House, parsons Green, London.

LSC 404 -LEADING THE SENIOR AND TEAM WORK

COURSE RATIONALE

Leading adolescents could be herculean if not properly handled. Since Senior Section Boys are leaders, it is therefore appropriate for this group of members to receive instruction in leadership and Teamwork.

It is therefore the intention of this module to take participants through leadership skills and teamwork and how it relates to the Senior Section in B.B. Companies.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- explain the meaning and importance of leadership and teamwork; a
- identify the behaviour and skills associated with effective leadership;
- explain how effectiveness in leadership could affect the performance of the B.B. company;
- discuss teams development cycle

COURSE OUTLINE

The content of this module is as follows:

- meaning and importance of leadership and team work;
- concept of Christian leadership
- approaches to leadership and teamwork;
- effective leadership styles and skills;
- team development cycle
- application of leading and teamwork to B.B. Work.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, simulation classes should be arranged for trainees to put into practice what they have learnt.

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- use verbal cues during the delivery of the course.
- answer questions bothering the trainees.
- Consult other sources for additional information while case studies could be made when discussing the concepts of leadership and teamwork.
- Explain in their own words all the concepts listed in this module such as teamwork, storming etc.
- present the module using PowerPoint with embedded pictures.

LSC 404 -LEADING THE SENIOR AND TEAM WORK

INTRODUCTION

- Leading involves influencing others through direction, inspiration, motivation and counselling. It is distinct from organisation functions of Captains and officers of the Company.

- Leading involves the social and informal sources of influence that are used to take action.
- In the Boys' Brigade, leading the Boys especially the Senior Section is one of the cardinal areas of imparting leadership qualities in this group of Boys, to enable them take on responsibilities.
- Is therefore the aim of this module is to explore skills and strategies required to lead the Senior Boys.

MEANING AND IMPORTANCE OF LEADING AND TEAM WORK

What is Leading?

- According to Bateman and Shell (2013), leading is stimulating high performance by members of the organisation. The purpose is to improve effectiveness of members of the organisation.
- Leading involves influencing others through direction, inspiration, motivation, inspiration and motivation towards the attainment of organisational objectives.
- Leading is the glue that allows for the coordination of members towards a common goal.
- Considering the vision of the Boys' Brigade, leading entails the act of engaging Boys through direction, inspiration, motivation, inspiration, counselling and motivation towards the attainment of objectives of the Boys' Brigade which is the advancement of Christ Kingdom.
- However, to achieve this vision, Captains, Officers and Senior Boys must work as a team to achieve its objectives.

Then, what is Teamwork?

- Teamwork has been defined in several ways by several authors. It is a vital aspect of any active organisation.
Teamwork:
- is the process through which team members collaborate to achieve task goals – Driskell et al., 2018
- refers to the activities through which teams' inputs translate into team outputs such as team effectiveness and satisfaction
- Is an effective way to create synergy in work teams – Yang, 2016.
- Tis the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives.

From the above definitions of leading and teamwork, it is clear that it is all about a group of people with a common goal to achieve stated organisational goals.

Leadership approaches/theories

There are several theories on leading and leadership based on different views by authors. For the purpose of leading the Seniors, the following relevant theories shall be examined.

1. **Trait theory**

The theory explains that leading is predicated on the qualities a leader has. The theory identifies such traits like character. In leading the Seniors, the qualities expected of a leader should be such that the Seniors would want to emulate

2. **Behavioural theory**

Behavioural theory states that leadership entails strong personality which develops positive ego. This approach is useful in pointing out the inter-personal behaviour and perception in leadership.

3. **Situational theory**

The focus of this theory is that when an individual acts as a leader, what he does is dependent on the characteristics of the situation in which he functions.

3. **Contingency theory**

This theory argues that the appropriate behaviours for a leader to adopt depend on the context and that what works for someone may not work for others. It is predictive in nature.

4. **Functional theory**

The theory specifies that a leader's job is to ensure that the needs of the group is taken care of, simply put get the job done. Here the leader is adjudged to have done well when he contributes to the group's effectiveness.

5. **Power-Influence theory**

This theory attempts to explain leadership effectiveness in terms of the amount of power possessed by a leader and how that power is used to influence others within the organisation.

6. **Transformational theory:**

The transformational theory suggests that effective leaders transform organisations through their vision, communication and ability to build commitment to the vision among members.

LEADERSHIP STYLES

Leading style is the approach leaders use in leading the Boys in the Senior Section. These styles are:

Democratic Leadership

- In this leadership style, Senior Boys are involved in decisions making. This style of leading is centered on allowing the Seniors to make contributions to the administration of the Section.
- A democratic leader holds final responsibility, but he or she is known to delegate authority to members of the Section.

Transformational Leadership

- Transformational style of leading the Seniors is all about initiating change in organizations, groups and oneself
- Transformational leaders motivate the Seniors to do more than they initially envisioned and often even more than they thought possible.
- They set more challenging expectations and typically achieve a higher performance.

Team Leadership

- Team leading involves the creation of a vivid picture of a team's future, where it is heading and what it will stand for. The vision inspires and provides a strong sense of purpose and direction both for the Seniors and their leaders.
- Team leading is about working with the hearts and minds of all those involved.

Coaching Leadership

- The essence of leading is to coach and mentor the Seniors towards achieving both personal and corporate goals. Coaching involves teaching and supervising the Seniors.
- Basically, in this kind of leading, members of the Senior Section are assisted to improve their skills. Coaching leading motivates,, inspires and encourages the Senior Section Boys.

Charismatic Leadership

- Charismatic leading style transforms the underlying normative orientation of the Seniors individually and as a Section It involves a transformation of members values and beliefs.

Visionary Leadership

- This form of leading the Seniors involve leaders who recognize that the methods, steps and processes of leading are all obtained with and through people.
- Some highly visionary and successful Captains and Officers in the B.B. have the vision of what they want the Seniors to achieve in a particular year. This is based on their vision for the section in collaboration with the Seniors.
- However, for this style of leading to succeed, there is the utmost need to get the buy-in of members in the Senior Section.

LEADING THE SENIORS EFFECTIVELY

- Effective leading for the Senior refers to the ability of the leader to get high performance from his or her team members. Effective leadership should translate into sustained participation of the Senior Section Boys in the activities of the Company.

- Effective leadership involves the ability of a leader to get high performance from his or her team members. It is all about encouraging the Seniors to do more to achieve the set goals.

To develop qualities of leading the Seniors effectively, officers can focus on developing the following key qualities:

1. Self-awareness:

Effective leaders of Seniors have a deep understanding of their strengths, weaknesses, and personal values. They are aware of their impact on others and continually seek self-improvement.

2. Communication skills

Leaders need to be able to effectively articulate their vision, goals, and expectations to the Seniors. They should also be good listeners and open to feedback from others.

3. Emotional intelligence

Leaders with high emotional intelligence can understand and manage their own emotions and relate well to Boys in the Senior Section. They can build strong relationships, resolve conflicts, and inspire trust.

4. Adaptability

In a rapidly changing world, leaders of the Seniors need to be flexible and open to new viewpoints and methods. They should be able to pivot quickly in response to challenges and seize opportunities.

5. Decision-making skills

Effective leaders can make informed and timely decisions by gathering and analysing relevant information. They should also be able to prioritize and take calculated risks on behalf of the Seniors when necessary.

6. Empathy

Leaders who can understand and relate to the emotions, experiences, and perspectives of their Senior Section members can create a supportive and inclusive Company environment.

7. Strategic thinking

Leaders of Boys in the Senior Section need to have a continuing perspective and the ability to see the big picture. They should be able to set clear goals, develop strategies, and source for required financial resources effectively.

8. Integrity

Officers in Charge of the Senior Section Boys should lead by example and have strong ethical values. They must act with honesty, transparency, and accountability, earning the trust and respect of the Senior Section Boys.

9. Resilience

Officers in Charge of the Seniors need ability to handle setbacks, failures, and adversity with grace and resilience. They should be able to bounce back from challenges and motivate the Seniors to do the same.

10. Continuous learning

Effective leaders are committed to their personal and continuous learning. They seek out opportunities for learning and development, whether through reading, attending seminars, or pursuing advanced education.

- Developing these qualities of leading the Senior Section effectively can be achieved through self-reflection, seeking feedback, prayers, engaging in leadership development programs, and learning from experienced leaders.
- Consistent practice and a growth mindset are key to becoming a more effective leader of the Seniors.

TYPES OF TEAMS IN THE SENIOR SECTION

In the Boys' Brigade especially when working with the Seniors, some activities are designed to bring them together while others are made for specific purpose. In the Senior Section, there are:

- **Self-managed teams -**
 - ✓ a group of Seniors within the B.B. who share the responsibility of planning and executing their programmes, without the supervision of the Officers in Charge. Members take ownership of their workflow.
 - ✓ Self-managed teams assume responsibility for their actions and thoughts;
- **Committees**
 - ✓ This is a group of Seniors appointed by the leadership of the Company for a specific function such as planning for the enrolment service, Company Parade Night etc.
 - ✓ Members of the Committee consider, decide, act or report on actions taken.
- **Squads**
 - ✓ Squads responsibility is allowing a group of Seniors to take Charge of a group of six to twelve Boys. The Seniors lead other Boys in the Company Section and are responsible for their welfare.
- **Cross-functional teams**
 - ✓ Members of cross-functional teams come from different squads to work on a specific task. They share information, explore new ideas, seek innovative solutions and the timeline for the task.
 - ✓ Importantly Seniors in such team act cross-functionally in the best interest of the Company
- **Virtual teams**
 - ✓ It is an overstatement to state that the World is a global environment considering the massive development in Information and Communication and Technology. A Senior Virtual team uses the power of ICT to work together and solve problems.
 - ✓ Deliberation and activities of the team are basically carried out virtually.

STAGES OF TEAM DEVELOPMENT



1. Forming

Transition from individual to member-

- ✓ excitement
- ✓ anticipation
- ✓ optimism
- ✓ anxiety
- ✓ Members strive to avoid conflict.

2. Storming

In any team, this is most difficult stage. The challenge at this stage is that

- ✓ blameful
- ✓ over-enthusiastic
- ✓ resistant
- ✓ concerned about success
- ✓ defensive
- ✓ dissention
- ✓ complaints and
- ✓ competition

3. Norming

- ✓ guidelines and rules established
- ✓ share feelings and ideas
- ✓ work out differences
- ✓ constructive criticism
- ✓ sense of team cohesion

4. Performing

At this level, tasks are completed and concluded. Insight into getting task done efficiently

- ✓ what more can be done
- ✓ how to perform better

- ✓ meeting deadlines

5. Adjourning

- ✓ At this level of the team, members prepare to say goodbye.
- ✓ The main goals of the adjourning stage are to achieve closure and end on a positive note.
- ✓ Group members need time to reflect on their individual participation and growth.
- ✓ Members have the feeling of achieving their team's goal.

WHAT ARE THE TEAM VALUES?

To lead the Seniors successfully, Officers must be proponents of :

- ✓ Mutual trust between the Officers and the Seniors
- ✓ Open communication with all sense of transparency
- ✓ Constructive conflict resolution
- ✓ Attention to process and content
- ✓ Power to make decisions
- ✓ Effective leading style(s)
- ✓ Collective aims
- ✓ Interface and participation of all members in the Senior Section
- ✓ Upholding of individual esteem of members of the Section
- ✓ Respect for difference.

CONCLUSION

- It is important for Officers in the B.B. to have a clear understanding of what it entails to lead the Seniors. It is leading with transparency, honesty and mutual trust.
- Leading the Seniors must also be done with the fear of God in advancing Christ Kingdom.

Further Reading

Armstrong Michael (2012). Armstrong's handbook of Human Resource Management Practice. KoganPage Limited,

Daft Richard (2008) New Era of Management, 2nd Edition. South Western CENGAGE Learning. USA

The Boys' Brigade (1971). Manual for the Use of Officers. Brigade House, parsons Green, London.

The Boys' Brigade. Officers Handbook. Brigade House, parsons Green, London.

LSC 405 -PROGRAMME PLANNING FOR THE SENIOR SECTION

COURSE RATIONALE

The progressive programme of the Boys' Brigade especially for the Senior Section is designed to attract, influence and retain Boys within the age group of 16 years to 19 years. Programmes for it developed based on the four-sided principles of the B.B.

Therefore, in this module, trainee officers would receive knowledge and acquire skills required for planning programmes and activities for the Senior Section.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- know the different types of activities for the Senior Section;
- explain the elements for planning programmes for the Section;
- determine why it is necessary to plan Senior programme;
- acquire the hands-on skill on planning programmes for the Seniors;

COURSE OUTLINE

The content of this module is as follows:

- the history of the in Lagos Area and Lagos State;
- the growth and administration of the BB in Lagos State;
- other developments of the BB in Lagos State.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated 100%.

NOTES FOR THE FACILITATORS

Facilitators for this module should be able to:

- link this module to LSC 105 and 303 ;
- use verbal cues during the delivery of the course.
- Take the trainees on hands-on skills for programme planning especially for the Seniors.
- present the module using PowerPoint and make the module to be very interactive.

LSC 405 –PROGRAMME PLANNING FOR THE SENIOR SECTION

INTRODUCTION

- The progressive programme of the Boys' Brigade especially for the Senior Section is designed to attract, influence and retain Boys within the age group of 16 years to 19 years. Programmes for developed based on the four -sided principles of the B.B.
- Programming for the Seniors should be given more attention in content, specificity and recognition to the Boys. Programme for the Senior Section should differ from that of the Company Section.
- It should be borne in mind that the primary purpose of work in the Senior Section is to provide a bridge between the Seniors and the Church.
- Therefore, the focus of this presentation is to identify those activities the Seniors can engage in and how to plan those activities to meet the aspiration of Boys in the Section.
- Senior Section programme planning is the development of activities and programmes, planning and implementing the scheme of activities for the for Boys in the section in a bid to achieving the vision of the B.B. for the Boys in the Section. Through the programmes, opportunities should be provided for Seniors to acquire skills

PROGRAMMES FOR THE SENIOR SECTION

- The Section can run the same activities like the Boys in the Company Section. The Senior's Programme are majorly activity-based programmes in the areas of Life Skills, Community Service, recreation and leisure.
- Boys in this Section may not qualify for any of the Awards except the President's badge which is for all round proficiency and responsibility in leadership.

STEPS TO FOLLOW IN PLANNING SENIOR SECTION PROGRAMME

1. **Identify the goal:** This is the first step in planning any programme, it is important that the goal is clearly identified and well spelt out from the outset. These centres around organizational needs. In this case what the B.B. as an organization seeks to achieve.
2. **Determining the Objectives:** This entails breaking down the goal into workable parts around which programmes and activities as regard the senior section will be worked out. The objectives describe the expected consequences, results or impacts on the targeted audience which in this case is the senior section. The objectives must be measurable.
3. **Identify available resources and constraints:** At this stage the process of planning is brought into perspective, with a view to identifying what is available and what is not. Here an analysis of finance, personnel, venue, materials etc. is carried out.
4. **Design the programme:** This stage focuses on drawing up programmes and activities which will yield the desired consequences, results or impacts as stated in the objective.
5. **Implement the programme:** This is to strike the programme or put action to what had been planned in actualizing organizational goal and objectives.
6. **Evaluate:** This is done to assess whether or not what was set out to achieve was actually achieved. It brings into perspective the entire process. It can be used at any stage of planning to develop a new programme or improve upon an existing one. Evaluation seeks to acquire information about, or analyze the following;

- i. **Impression:** To examine the feeling of the boys towards the output of the programme with a view to determining the acceptability of the programme, the level of interest developed or lost, how exciting or boring the programme was etc.
 - ii. **Reaction:** This is to examine the immediate and later response of the boys on the programme, to determine whether or not there is increased participation, attendance (is it occasional, regular or poor?) and if there is any interest any special interest in a particular event(s).
 - iii. **Planning:** This is to examine and determine whether there was anything wrongly done in the process, whether there are better ways in which certain things could have been done to achieve better results etc.
7. **Report:** This is the final stage in planning a programme, it is important that a report of the entire process is compiled and documented for reference purposes.

PATTERN OF PROGRAMMES

Programmes planned for boys in the senior section could take different forms or patterns depending on the peculiarities of the boys, the company and the resources available. The following patterns can be identified;

- i. **Daily:** Programmes of activities for a day and terminates in a day.
- ii. **Weekly:** Planned to cover a week and terminates at the expiration of the week.
- iii. **Monthly:** Planned to cover a month and terminates at the end of the month.
- iv. **Quarterly:** Planned to cover three months and terminates at the expiration of the quarter.
- v. **Annually:** Planned to span a year and terminates at the end of that year.

APPROACH TO PLANNING PROGRAMMES FOR THE SENIOR SECTION

- The senior section boys are boys whose age, range between 16yrs. – 19yrs. they are somewhat matured and are at a critical stage of their life. In fact, it is often said that what they learn at this stage of their life would either make or mar them, as they are believed to be in the final formative stage of their respective individual lives.
- It is therefore important to use the right and effective approach in planning programmes for them. Using the right and effective approach will entail considering their characteristics, their psyche, level of exposure, the type of programme that suite

ELEMENTS OF SENIOR SECTION PROGRAMMES

1. **Goal/Objectives:** The organizational goal and specific objectives should be realizable through the programmes and planning.
2. **Audience:** This takes into cognizance the group we are planning for, which in this case is the senior section. Care should be taken to avoid planning programmes which will not appeal to them or tickle their fancy.
3. **Timing:** This is a very important factor in planning programmes for the seniors. Adequate time should be allocated for each activity to avoid partial completion, over stretching of programmes should also be avoided. The period in which the programme is planned is also of essence.

4. **Variety:** Variety they say is the spice of life. Therefore, in planning programmes for the senior's variety should be introduced, a pot-pouri of relevant and interesting activities should be included in the programme and avoid unnecessary repetition to discourage boredom and unimpressive participation.

DRAWING UP A PROGRAMME FOR THE SENIORS

- The task of drawing up programmes for the seniors should be participatory and all encompassing. It should be a collective responsibility of the Church (Chaplain or his representative),
- Officers, the seniors themselves and experts from within or outside the church if required. The Chaplain or his representative would present and represent the policies, interest and norms of the church to which the company is attached while the captain/officers and the senior boy(s) will present and represent the interest of the company and the boys respectively.
- The experts will give advice and support on peculiar programmes where technical input is required. A committee of the parties concerned should be formed and should meet to plan, execute and monitor the execution of the programme.

SUGGESTED PROGRAMME SHEET

S/NO	PROGRAMME	DURATION	TIME	VENUE	CO-ORDINATOR	REMARK

ADVANTAGES OF PLANNING PROGRAMMES FOR THE SENIORS

1. It ensures their training.
2. Sustains their interest and retention in the organization.
3. Helps them in self-realization and definition.
4. Helps in developing their leadership potentials.
5. It may prove important and handy in their choice of career path.
6. It positively influences their decision-making abilities and the choices they make in life.
7. It is useful in their final formative stage.
8. Understanding the capabilities of individual boys would be brought to fore.
9. It helps in the development and realization of individual boy's fullest potentials.

SUGGEST PROGRAMMES FOR THE SENIORS BASED ON YOUR UNDERSTANDING OF THE TOPIC.

CONCLUSION

- The ultimate aim of engaging the boys of the senior section is to channel the circumstances around them towards the development and achievement of their personal potential and a greater understanding of the Christian faith, with a view to improving their lives, making them better persons, causing them to live a fulfilled life and ultimately making them kingdom candidates.
- It is therefore important to plan relevant, interesting and progressive programmes for them using the right approach.

LSC 406 –GUIDANCE AND COUNSELLING

COURSE RATIONALE

Dealing with young people requires tact and skills in handling issues that could crop up while working with them. Some of the issues could be personality, psychological, economical and social. It may even be a physical one.

To handle these issues, officers need to acquire skills in guidance and counselling.. Having the skills will help officers in making the best possible

LEARNING OUTCOMES

At the end of the training in this module, participants will be able to:

- Define and explain the concepts of Guidance and Counselling;
- Know the importance of Guidance and Counselling in the Boys' Brigade;
- Identify and Describe Counselling Skills and their applications;

COURSE OUTLINE

The content of this module is as follows:

- concepts and importance of Guidance and Counselling;
- Counselling Skills and their applications
- Application of Guidance and Counselling in the Boys' Brigade;
- Differences between Guidance and Counselling;

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated 100%.

NOTES FOR THE FACILITATORS

Facilitators for this module should be able to:

- relate this module to LSC 208- Child Psychology and Counselling ;
- use verbal cues during the delivery of the course.
- Take the trainees on skills for programme planning especially for the Seniors.
- present the module using PowerPoint and make the module to be very interactive.

LSC 406 -GUIDANCE AND COUNSELLING

INTRODUCTION

- Dealing with young people requires tact and skills in handling issues that could crop up while working with them. Some of the issues could be personality, psychological, economical and social. It may even be a physical one.
- The changing challenges in families, schools, workplaces, attitudes, economic meltdown have brought about stress and conflicts in the minds of the young people especially of ages 16 years to 19 years.
- Not only this, there is a sharp surge in substance abuse and anti-social behaviour. No doubt the impact of all these is herculean.
- To handle these issues among members, officers need to acquire skills in guidance and counselling.. Having the skills will help officers in making the best possible

CONCEPTS AND IMPORTANCE OF GUIDANCE AND COUNSELLING

What is guidance?

- Plainly guidance derives its root from the word "guide" which means direct, watch over, know, pilot, manage, steer aid, lead and inform. It is the process of helping an individual understand himself and his world.
- Uba (1990) perceived guidance to mean giving counsel and guidance to troubled individuals.
- However, in the view of Welty, Tural and Weizel (2009), they opined that guidance is a systematically organised phase of educational process which helps a youth grow in his power to give his contributions to the society.
- From the definitions above, guidance is simply the process of helping individuals discover and develop their educational, vocational and psychological potentialities with a view to achieving optimal level of personal happiness and social usefulness.

What is counselling?

- Counselling is a process of assistance extended by an expert to an individual.
- According to Carl Rogers Counselling is a series of direct contact with the individual which aims at offering assistance in changing the attitudes and behaviours.
- Counselling is a process where an individual meets with a train Counsellor to talk about challenges faced. In other words, counselling is a talk therapy.
- Thompson and Poppen (1972) defines counselling as a person-to-person relationship in which one person helps another to resolve an area of conflict that has not been hitherto resolve.

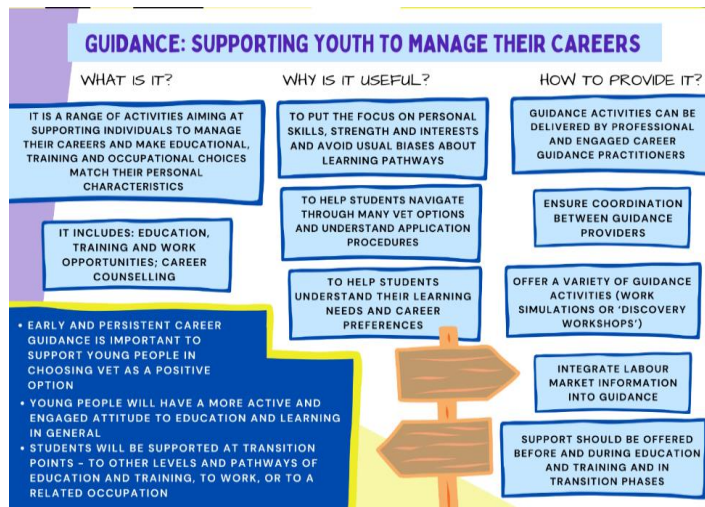
WHY GUIDANCE AND COUNSELLING?

- The question is highly needed with a view to understanding the purposes of guidance and counselling. This is because members of the Brigade especially those within the ages of 13 years to 25 years require guidance to discover
-

- their full potentials and to help them resolve any conflict they are experiencing.

Therefore, the role of Guidance and Counselling over emphasised for the following reasons. It

1. reduces cases of bullying and social vices.
2. aids smooth administration of the company
3. helps both the officers and boys to overcome psychological and mental health challenges
4. stabilises the behaviours of members especially the younger ones.
5. in the total development of an individual
6. helps in the proper choices of courses.
7. minimises the incidence of indiscipline.



SITUATIONS WHERE A MEMBER NEEDS COUNSELING

The following scenarios could come up either during Company meetings or outside the Company meetings.

1. When a Boy or member requires not only reliable information but also an interesting soul-searching which can help in providing solutions to his challenge
2. When a Boy or member needs intelligent listener, who has more experience than him and to whom he can air his difficulties and can seek suggestions for his plan.
3. When the Counsellor (Officer) has to assess facilities which can help in resolving the Boy problems, but the Boy does not enjoy such an access to the facilities.
4. When member is aware of his challenge and worries created by the challenge, and needs a way to reduce the stress associated with the challenge.

5. When the individual suffers instability or some impairment which is temporary and needs careful analysis by an expert. Adequate guidance and
6. counselling facilities is the only answer to help and guide the youth to worthwhile channels and help them to realize the goals of optimum academic personal and social development

COUNSELLING SKILLS

The core counselling skills are described below.

1. **Attending** - This skill requires being in the company of someone else and giving that person full attention, to what the person is saying or doing, valuing them as worthy individuals.
2. **Silence** - Silence in counselling gives the person with the challenge control of the content, pace and objectives. This includes the counsellor listening to silences as well as words, sitting with them and recognizing that the silences may facilitate the counselling process.
3. **Reflecting and Paraphrasing** - Reflecting in counselling is part of the 'art of listening'. It is making sure that the client knows their story is being listened to. To achieve by the counsellor, he or she repeats and feeds a shorter version of the story back to the counselee. This known as 'paraphrasing.
4. **Questions** in counselling are classed as a basic skill. The counsellor uses open questions to clarify his or her understanding of what the counselee is feeling. Leading questions must be avoided as they can impair the counselling relationship.
5. **Focusing** - Focusing in counselling involves making decisions about what issues the counselee wants to deal with. The counselee may have mentioned a range of issues and problems. Focusing allows the counsellor and client together to clear away some of the less important surrounding material and concentrate on the central issues of concern.
6. **Building Rapport** - Building rapport with counselee is important, whatever model of counselling the counsellor is working with.
7. **Summarising** - Summaries in counselling are longer paraphrases. They condense the essence of what the client is saying and feeling. The summary 'sums up' the main themes that are emerging.
8. **Immediacy** - Using immediacy means that the therapist reveals how they themselves are feeling in response to the client, (Feltham and Dryden,1993: 88). Immediacy is 'the key skill of focusing attention on the here and now relationship of counsellor and counselee with helpful timing, to challenge defensiveness and or heighten awareness

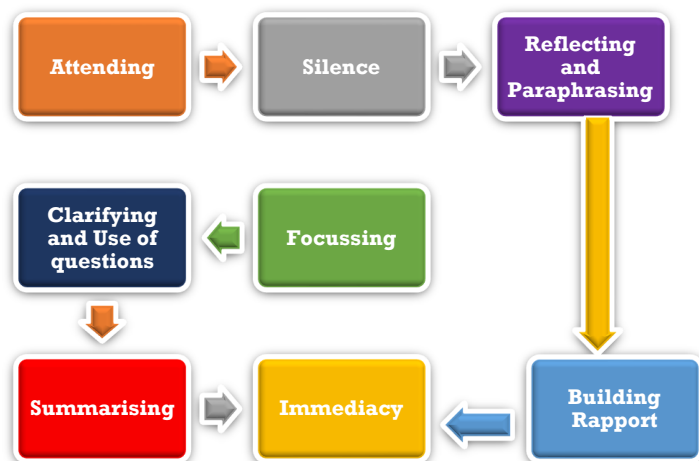


Figure - Counselling Skills

SIGNIFICANCE OF COUNSELLING

1. **Decision making construct:** The psychological problems of adolescents can be seen as decision making problems.
2. **Conflict:** These decision-making problems almost always involve some conflict, either because of factor emotional ambiguities or both.
3. **Assertions:** - Behaviour is a result at the assumptions, beliefs, and attitudes that one sees about himself, others and the world in which her lives.
4. **Disconfirmations** -The effects of behaviour following decisions are feed back to the individual perceived and they confirm or disconfirm ascertain to varying degrees
5. **Tension** -When assertions are disconfirmed, tensions result.
6. **Redundancy** - Tensions inhibit the ability of an individual to re-examine his assertions and attempt to confirm them and thus they cause redundant behaviour.

WHAT ARE THE DIFFERENCES BETWEEN GUIDANCE AND COUNSELLING?

The significant differences between guidance and counseling are as follows.

1. Guidance is an advice given by a superior, to resolve a problem or overcome from difficulty, while Counselling is a professional advice given by a counsellor to an individual to help him in overcoming from personal or psychological problems.
2. Guidance is preventive in nature, whereas counselling leans towards healing, curative or remedial.
3. Guidance assists the person in choosing the best alternative. But counselling, tends to change the perspective, to help him get the solution by himself or herself.

4. Guidance is an all-embracing process that has an external approach. On the other hand, counselling focuses on the comprehensive and deep analysis of the challenge, until client understands and overcome it completely.
 5. Guidance is given by a guide who can be any person superior or an expert in a particular field. As opposed to counselling, which is provided by professional counsellors, who possess a high level of skill and have requisite undergone training.
 6. Guidance can be open and so the level of privacy is less whereas in counselling secrecy is maintained.
 7. Guidance can be given to an individual or group of individuals at a time. On the contrary, counselling is always one to one.
 8. In guidance, the guide takes the decision for the client. In counselling, the counsellor enables the client to take decisions on his or her own.
- Guidance and counseling are two different terms. The guidance aims at giving solutions while counseling aims at finding problems, working over it and then resolving it. However, the two processes attempt to solve the challenges of the individual.

CONCLUSION

- Guidance and Counselling in its spirit and essence is aimed at assisting individual to develop such that he becomes psychologically matured and is capable at realizing his potentialities optimally.
- While guidance focuses on listening to the problem, on which ready-made solution is given by the expert. Counselling aims at discussing and understanding the problem, advising and empowering the individual to take a decision concerning his/her career or life goals in one-to-one sessions.

Further Reading

- David Capuzzi and Douglas Gross (2008). Counselling and Psychotherapy – Theories and Intervention, Pearson Education
- Ram Nath Sharma (2018). Guidance and Counselling in India, Atlantic Publisher (P) Ltd
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- Robert, L. Gibson (2005). Introduction to Guidance and Counselling, 6th Edition, Samuel T. Gladding (2019). Counselling – A Comprehensive Profession, Pearson 8th Edition.
- Sharma, R.A. 2006). Fundamentals of Guidance and Counselling, Lall Book Depot, Meerut

LSC 407- CHRISTIAN MENTORING

COURSE RATIONALE

Christian mentoring is a valuable tool in equipping officers for effective ministry especially working with future leaders of the Boys' Brigade - the Seniors.

This module therefore aims at equipping trainees with the knowledge, skills, and biblical principles necessary for effective Christian mentoring in their calling as officers of the Boys' Brigade.

LEARNING OUTCOMES

At the end of the module, participants will be able to:

- know the different types of activities for the Senior Section;
- explain the elements for planning programmes for the Section;
- determine why it is necessary to plan Senior programme;
- acquire the hands-on skill on planning programmes for the Seniors;

COURSE OUTLINE

The content of this module is as follows:

- understanding Christian mentoring and its purpose,
- biblical foundations of mentoring,
- the role of the mentor
- effective mentoring practices

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated 100%.

NOTES FOR THE FACILITATORS

Facilitators for this module should be able to:

- deliver this module in sync with LSC 309 - Mentoring ;
- use verbal cues during the delivery of the course.
- Take the trainees on hands-on skills for programme planning especially for the Seniors.

LSC 407- CHRISTIAN MENTORING

INTRODUCTION

- Christian mentoring is a valuable tool in equipping officers for effective ministry especially working with future leaders of the Boys' Brigade - the Seniors.
- Christian Mentoring involves a relationship-based approach where experienced individuals, known as mentors, guide and support less experienced individuals, known as mentees, in their personal, spiritual, and leadership development.
- This module therefore aims at equipping trainees with the knowledge, skills, and biblical principles necessary for effective Christian mentoring in their calling as officers of the Boys' Brigade.

UNDERSTANDING CHRISTIAN MENTORING

- Mentoring is a process by which an experienced person takes on an inexperienced individual for the purpose of leading the aright.
- However, Christian mentoring is a relationship that typically takes place within the context of God's word and under the direction of the Holy Spirit as the younger believer pursuing spiritual maturity absorbs the experience of an older believer seeking to impart wisdom and experience.
- In Christianity, mentoring is about relationship of trust, in which one person enables another by sharing their God given experiences

PURPOSE OF CHRISTIAN MENTORING

- Aside passing on knowledge about one's experience with God but it involves showing the mentee how to love and serve God.
- As officers of the B.B., one of our responsibilities is to lead the young Boys to Christ and telling them how God loves them.

- Definition and purpose of Christian mentoring

BIBLICAL FOUNDATIONS OF MENTORING

- Being a mentor means taking an influential and important role in another person's life. It sounds like something reserved for experts or people with decades of wisdom.
- In Christian mentoring, not only will the person being mentored grow in their faith, but the person doing the mentoring will grow as well. Proverbs 27:17 says, "As iron sharpens iron, so one person sharpens another".
- Considering the above, there are biblical foundation for mentoring in the Bible. Some of the verses are:
- **DEUTERONOMY 6:4-9**
'Hear, O Israel: The Lord our God, the Lord is one. Love the Lord your God with all your heart and with all your soul and with all your strength. These commandments that I give you today are to be on your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up. Tie them as symbols on your hands and bind them on your foreheads. Write them on the doorframes of your houses and on your gates.

- **ECCLESIASTES 4:9-10**

Two are better than one, because they have a good return for their labour: If either of them falls down, one can help the other up. But pity anyone who falls and has no one to help them up.

- Jesus after recruiting His disciples and mentored them He wanted them to practice doing what He had shown them. In **Luke 9:1-2, 6** the Bible says *"when Jesus had called the twelve together, He gave them power and authority to drive out all demons and to cure diseases, and He sent them out to proclaim the kingdom of God and to heal the sick. So, they set out and went from village to village, proclaiming the good news and healing people everywhere.*

IMPORTANCE OF MENTORSHIP IN CHRISTIAN LEADERSHIP

Christian Mentoring

- helps individuals put their faith into action. Lots of people the faith, teach others about Jesus or be a part of a ministry like the Boys' Brigade.
- helps the mentee to grow his network and connect with leaders.
- strengthens the faith of everyone involved in the relationship
- provides direction for the Christian life.
- delivers accountability.
- allows leaders to be more effective in their own jobs
- builds strong relationship and credibility.
- enhances self-awareness, emotional intelligence and decision-making abilities of the mentee

II. The Role of the Mentor:

Responsibilities and expectations of mentors

- **Mentors provide**
 - ✓ guidance,
 - ✓ advice,
 - ✓ feedback, and
 - ✓ support to the mentee, serving variously as role model,
 - ✓ teacher,
 - ✓ counsellor,
 - ✓ advisor,
 - ✓ sponsor,
 - ✓ advocate, and ally, depending on the specific goals and objectives negotiated with the mentee.

Responsibilities

- 1) Establishes, with the mentee's explicit goals and objectives for the relationship
- 2) Takes the initiative in the relationship, but allows the mentee to take responsibility for their growth, development, and career planning
- 3) Commits to fostering the relationship for the specified period of time
- 4) Commits to meeting with mentee on a regular basis
- 5) Actively listens to mentee
- 6) Provides frank, honest, and constructive feedback
- 7) Provides encouragement and assists the mentee in identifying professional

development activities

- 8) Maintains confidentiality
- 9) Reviews goals and objectives of the relationship with the mentee midway and at the end of a formal, long-term relationship
- 10) Follows through on commitments made to mentee
- 11) Respects mentee's limits
- 12) Recognizes and works through conflicts in caring ways, invites discussion on differences with the mentee, and arranges for a third party to assist, if necessary
- 13) Makes only positive or neutral comments about the mentee to others; if disagreement over behaviour or values arise, shares differences with the mentee; if necessary, takes steps to end the relationship and tries to find mentee another mentor

Characteristics of a good Christian mentor

According to I Timothy 3, Titus 1, a good Christian mentor must:

- 1) be well-established in the Christian faith
- 2) be a person of good reputation and without reproach
- 3) be a faithful and trusted person
- 4) be level headed and self-control, not controlled by bad habits or addictions
- 5) be honest
- 6) love what is good, upright and holy
- 7) be ready to teach others
- 8) have gentle and gracious spirit and not given to violent outburst nor quarrelsome
- 9) not be lover of money

Characteristics of a good mentee

A good mentee must have the following characteristics

- 1) Active participation and willingness to learn
- 2) Seeking accountability and guidance
- 3) Must have the drive to succeed;
- 4) Must be hardworking;
- 5) Must be conscious of time. In other words. Time management is key in mentoring relationship;
- 6) Must have positive attitude;
- 7) Must respect authority - respect for authority is a vital quality that a mentee must have;
- 8) Must be ready to take initiative,

Essential Skills for Christian Mentorship

The following are the essential skills for Christian Mentorship.

- 1) Principle in Practice - strong ethics is the backbone in Christian mentorship. Values must be adhered to
- 2) Active listening and empathy - a Mentor must be an active listener and empathetic in his or her dealing with the mentee.
- 3) The Mentor must be able to ask insightful questions and provide feedback;
- 4) He or She must be able to provide guidance and constructive criticism with love and grace.
- 5) Must have a discernible mind and investigative capacity

Effective Mentoring Practices

Mentoring is a relationship which entails formal and informal and informal processes. Hence, the following practices for Christian mentors.

- 1) Goal setting and action planning must be prioritised
- 2) Creating a safe and supportive mentoring environment;
- 3) Balancing support and challenge in mentoring relationships;
- 4) Provision of objective, goal oriented and constructive guidance.
- 5) Mentors must be transparent by sharing experiences and perspectives;
- 6) Must inspire confidence.

Christian Mentoring Models

There are several models for mentoring. However, three of the models

- **One-on-one mentoring** - the Mentor and the Mentee only
- **Group mentoring and coaching** - is where one individual acts as the mentor overseeing multiple mentees.
- **Peer-to-peer mentoring** - is when two people come together in a mentorship relationship.
- **Facilitated Group mentoring** - involves a group of mentees works with a mentor. In this model, mentees can learn from the questions posed by fellow mentee.

JESUS, THE DIVINE MENTOR

- Officers and Boys want to see Christian principles modelled and demonstrated within the context of relationships by their leaders, just as Jesus Christ did with his disciples.
- Jesus provides us with an excellent example of how-to mentor. Jesus imparted knowledge and values through His words and actions. He showed the disciples that values of the kingdom of God were different from values of the world.

Conclusion

- Christian mentoring plays a crucial role in equipping young leaders for effective fulfillment of the objects of the B.B. especially in Church relationship.
- By understanding the principles, responsibilities, and best practices of Christian mentoring, officers attending this training will be equipped to guide and support others on their spiritual and leadership journey, fostering personal growth, and enhancing their ministry impact.

References

- 1 Corinthians 11:1 (NIV)
- 2 Timothy 2:2 (NIV)
- Romans 15:14 (NIV)
- 1 Peter 5:2-4 (NIV)
- Proverbs 27:17 (NIV)

LSC 408 DRILL - CEREMONIAL DRILL

COURSE RATIONALE

Drill is an activity that practices a particular skill and often involves repeating the same thing several times. It is also to train or exercise in military perfecting a skill or procedure. It is very important that a high standard is set anytime Company parade Night is held. It showcases the resilience and discipline of those involved in the parade.

The aim of this module is to expose trainees to purpose, rudiments and skills Ceremonial which includes Church Parades, Colour Party and escort.

LEARNING OUTCOMES

At the end of the module, trainees will be able to:

- Acquire necessary skills in Ceremonial Drill especially the issue of Colour Party;
- know the various words of commands and;
- acquire necessary practical skills on Colour Party and the various positions

COURSE OUTLINE

The contents of this module are basically practical oriented which include

- Ceremonial - Church Parades, Colours, Colour Party
- Colour Escort and the basic positions;
- Ceremonial Parade
- Practicum.

ASSESSMENT REQUIREMENT

For a trainee to be assessed, he/she must have attended the course and participated actively. In addition, the course is psycho-motive hence practical knowledge must be tested

NOTES FOR THE FACILITATORS

Facilitators should be able to:

- must engage trainees more in practice than theory.
- answer questions from trainee. In this regard, Drill Instructor(s) must show tolerance and perseverance during practical sessions.
- should use Practical and demonstration methods in delivering this module hence, the Facilitator should create space for the module except where the weather is unfavorable.
- read and interpretes correctly commands, instructions and directives in the Boys' Brigade Drill Book.

LSC 408 DRILL - CEREMONIAL PARADE

Introduction

Ceremonial Drill is a form of drill in the Boys' Brigade actively meant for the Ceremonials and Church Parades. It is expected that Captains and Officers in the Companies will avail themselves with the correct procedure for Ceremonials

In addition, officers in the Company should study the words of command which are different from the Company drill.

In delivering this module for maximum impact, the module should be practical and the source of reference is the Boys' Brigade Drill Book, 2017 edition, Chapter seven, pages 91 to 102.

Ceremonial drill

- Every stratum of the B.B. are involved from ceremonial and church parades. These activities include enrolment services, investiture, passing-out-parade'
- The B.B. Drill book pages 91 – 103, explicitly explaining ceremonial drill, grouping it into three viz-a-viz
 - ✓ Church parades
 - ✓ Ceremonial Parade and
 - ✓ Colours.
- It is very important for officers to get acquainted with the procedures, especially, on the movement of the Party during church Parades as contained on pages 97 to 99 of the B.B. Drill Book.

i. Ceremonial Parade

- The parade is performed during special occasions, when a parade formation is mounted by Boys and Officers for review by the Reviewing Officer.
- Ceremonial parade include parade for the opening and closing ceremonies of Training courses and any other Boys' Brigade activities that involves reviewing a parade. The words of command are as stated in the Boys' Brigade Drill Book page 91– 102.

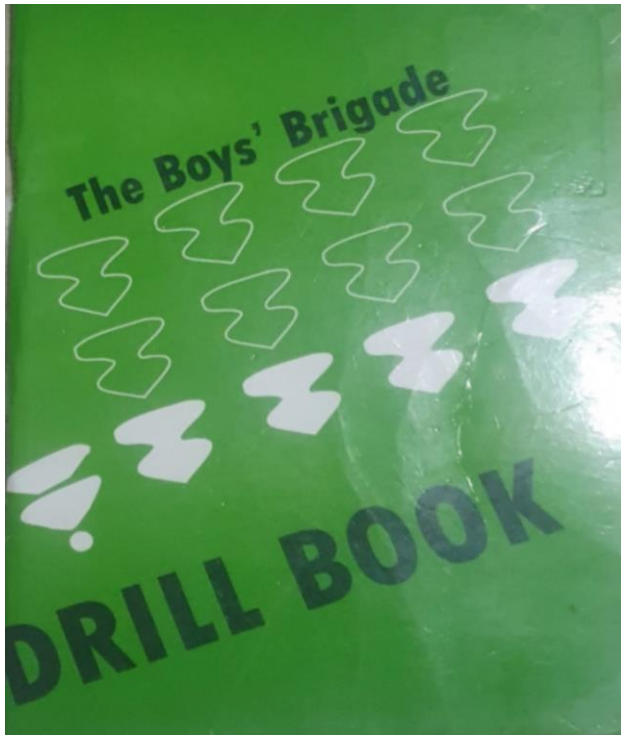
ii. Church Parade

- This involves the movement of the Colours into church for enrolment services and other B.B. functions involving the Church.
- The parade is led by the Captain of the Company. The process and procedure of handling colour inside and outside church is well detailed in B.B. Drill book manual on pages 93 – 98.

iii. Colours

- Flags, Insignia and emblems have been in use since time immemorial. Flags and Colours represent the values of an organisation or Country.
- Flags and Colours are also symbols of the spirit and tradition of the formation or unit.
- Flags that have been consecrated and commissioned for the purpose are known as Colour. It must be noted that it is ONLY on ceremonial occasions should the colours be brought and paraded.

- In addition, colours should NOT be paraded during marriage, birthdays or burials. The Colours must be guarded with utmost respect.
- Details on Colours and Escort are as contained in the Boys' Brigade Drill Book page 93- 97.



Conclusion

- Ceremonial drill is very important for every B.B. Company as a tool for organising the Company with the aim of implementing the discipline part of the twin pillar.
- Therefore, it is necessary that every Company should have good drill instructors to train Boys and Officers.
- In addition, Captains and Officers should know that drill in the B.B. is different in some aspect such as the procedure for carrying of colours, saluting during the rendition of National anthem.