

# Essex Learning News

## adult training



Produced and Edited by Roger Brett (ACTM (Manager & Supporters) on behalf of the Training Team

### **W**elcome

I have, yet again, found a few more e-mail addresses and so for many of you this will be the first edition of Essex Learning News. Actually it will be the first for all of you since we have changed the name.

My last e-mail at the end of June about training courses brought forth five people who have moved out from Scouting and around 30 whose addresses the wonderful e-mail system told me did not exist.

So if you do not get this Newsletter please let me know and let me know your new address as well. Thanks.

### **C**opyright

When I joined the Institute of Training and Development which over the years has changed into the Chartered Institute of Personnel and Development I signed a form which said that I would not knowingly use copyright material.

Sometimes we all make mistakes and we apologise for them.

One district newsletter takes this newsletter and copies it verbatim. So bearing in mind the forgoing all I can say is GOOD and WELL DONE. There is no copyright attached to Essex Learning News. Copy it as much as you want. Pass it to friends or even enemies. Use it for fish and chips, put it under the new carpet. BUT read it first and pass it around.

### **A**dmistrators - 1

As part of the e-mail in June one of the recipients turned out to be a Treasurer who told me by

return that as he only did a bit of finance for Scouting he did not need to do any training.

Two problems then –

1. He does need it and does not know it
2. He does need it and his Line Manager (DC or GSL) does not know it.

Any new officers appointed to your Executive whether Group, District or County have some compulsory training that they must undergo.

As well as this we can also help with the Scouting Administration course on the 5 November 2005. This covers Modules 11 & 20 as well as being open to all Administrators (Applications to Janet L'Estrange. Contact information in the Directory and on the web site.)

### **A**dmistrators - 2

Of course as well as training all of your new Administrators will have

1. Been reviewed by the Appointments sub-Committee
2. Have completed Form AA
3. Have had a CRB check

If not and you have a problem then I suspect that the DC, CC and Insurers might have something to say.

### **A**dmistrators - 3

If you want to know more about appointing Administrators, in fact appointing any Adults call me and I will make arrangements for an evenings training for your District.

## **W** hat is a Learning Needs Summary?

When an Adult is appointed to a role the Local Training Manager will be informed by the Appointments sub-Committee and they will then, after discussion with the relevant DC, appoint a Training Adviser.

The newly appointed Adult will meet with the TA and agree the training modules that need to be completed. These will be listed on the Learning Needs Summary (LNS) which will be sent, eventually, to either Jan Dear for Section Leaders or Roger Brett for Managers and Supporters.

The County Training Team then know who needs what type of training, by when and the times that they can make it. Then we can put on the right training for the right people in the right place at the right time.

No LNS means the wrong training in the wrong place at the wrong time when no-one comes. All of which costs money, County money, your money.

## **M** ini Projects – the new name for Validation

If you already know something, and can prove it then you do not need to do the training. You can just do a mini-project and show your TA. If you have attended the course you need to show your TA that you did not just sleep through it by doing the same mini-project.

In many other walks of life you are asked to prove what you can do. With the large responsibilities placed upon Scouters you would not expect anything different.

## **P** en Pictures

In the last Learning News I passed on information about those members of the Team who had answered Jan Dear's request for

information to be sent to me to pass on to you.

No-one else has given me anything but I think that we need to re-visit Jan's portrait. We need to congratulate her on the fact that her husband, Chris, is now DC of Chelmsford. This means that you will never get either of them on the phone, they will never appear together at any function and the PC will always be doing some Scouting activity.

She is the third (?) member of the training team to be married to a DC.

I hope it is not catching.

## **A** nd as for Training Advisers

The numbers have increased and more training is now being provided but we could still do with more. If you think you want to help speak to your Local Training Manager or Jan and volunteer.

## **C** ourses and Modules

I had an e-mail from someone recently who told me that he did not need any help in sorting out his training as he was perfectly capable of doing this himself. I believed him because all training now appears on the Essex County Scout web site. Just visit it and see for yourself. Then book yourself on, complete the form, send it to Janet along with the money, go along and get the certificate.

No need for a TA at all. UNTIL you need validation. So don't forget to keep in touch with yours. You know it makes sense.

## **M** odules for everyone

All Modules are open to everyone. So if a Manager wants to know about the Balanced Programme or a Section Leader wants to know about Managing Adults. Just apply to Janet. We will always find space.