

# New Learning News

April 2004 - Issue 8

## adult training



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### **The simple guide to the Modules.** **'Your starter for 10'**

The aim here is to look at the first few Modules of the Training Scheme. Whilst these might be thought only to be necessary for those involved in the Five Sections (both Leaders and Assistants) there are some that are a requirement for Managers (GSL's, DC's, ADC's, CTM and LTM etc and/or Supporters (Chairman, Treasurer, Secretary, Scout Fellowship Member, Child Protection Co-ordinator, Football Coach, Gang show helper etc.)

Module 1 – Essential Information – The Video. For every Adult new to Scouting. Show it at your forthcoming AGM's that way you will cover all your Parents who might need to know some of this, your prospective Supporters (Group/District/County), who must cover this as part of their training. Your current Leaders may also be interested in what is happening around them.

Module 2 – Create a Personal Learning Plan – One to one discussion with your Training Adviser or possibly with me if you are a Manager or Supporter

Module 3 – Tools for the Job (Section Leaders) – Ceremonies, roles and responsibilities; Programme ideas; games. All Section Leaders/Assistants

Module 4 – Tools for the Job (Managers) – Principle Duties; Roles and duties of the people they support; Needs of Adults, Policy; Main features of Sections. For Managers.

Module 5 – Fundamental Values of Scouting – Purpose, principles and

methods of Scouting; Balanced Programme; Prayer and Worship; Religious Policy. Section Leaders/Assistants and Managers.

Module 6 – Changes in Scouting – How Scouting Began; Significant Milestones; National and International growth; How Scouting adapted to meets society's needs. Section Leaders/Assistants and Managers

Module 7 – Valuing Diversity – Co-education Policy; Equal Opportunities Policy; Social, cultural and religious diversity. Section Leaders/Assistants and Managers

Module 8 – Skills of Leadership – Systematic Planning; Functions of Leadership; Leadership roles on groups; leadership styles. County will put this on in two ways. First for Section Leaders/Assistants at one level and again for 'Managers' with an emphasis on dealing with adults.

Module 9 – Working with Adults – Effective communication; Non-Verbal communication; listening skills; decision making structures; representing others. Section Leaders/Assistants and Managers

Module 10 – First Aid – this will be a requirement for all Warranted Leaders from the time of their warrant review from 2005.

Modules 11 to 18 are only for Section Leaders and Assistants

Module 11 – Administration (Section Leaders) – Record keeping; Financial procedures; Insurance for the section; Accident reporting procedures.

Module 12 – Providing a Balanced Programme – Planning; Participation and Challenge Awards; Personal Challenges and Activity Badges; Involving young people in the planning process; Outline details of the various sections.

Module 13 – Growing the Movement (Section Leaders) – Progressive Training Scheme; Problems of moving on; recruitment and retention of young people; Six Step Approach to adult recruitment; growth/development plans.

Module 14 – Young People Today – Characteristics and need on young people; Influences on young people; Role of leaders. *NOTE – this is a pre-requisite of Module 21 – Growing the Movement (Managers)*

Module 15 – Challenging Behaviour – Types and causes of disruptive behaviour; developing an action plan; defining and agreeing acceptable standards of behaviour; identifying where additional help and support is available; identifying dismissal procedures for young people.

Module 16 – Nights Away – Planning and running residential experiences; practical skills for residential experiences.

Module 17 – Activities Outdoors – Importance of outdoor activities; role and responsibilities of Leaders; Planning suitable outdoor activities; Managing groups during the activity; Parental Permission and Accident Procedures.

Module 18 – Practical Skills – The range of skills required and training others

Module 19 – International – Nature of World Scouting; Major international events; International aspects of the Balanced Programme; benefits of international activities.

**A** ppointment sub Committee  
Our 8 courses so far have allowed 92 people to have an insight into

the New Appointments Procedure. They have come from 24 Districts (including Scouts Offshore). So the maths tells us that one District has not yet sent anyone. And from my figures some Districts have only sent 1 or 2 people.

With the AGM season upon us and the probable appointment of new Supporters (Chairmen, Treasurers and Secretaries) I hope that you are all following the procedure and do not get caught out. If you need the 2 hour presentation let me know and we will arrange a date. You might need to supply a venue but that should not be too much for you. Remember Learning is a personal responsibility.

**C** ourse Evaluation – We do listen  
At the end of the recent M&S (Managers and Supporters – Come on you were listening last time weren't you?) training weekend one of the participants told us she was disappointed that although we had a session on Mindmapping we produced nothing in that format. Nothing daunted we now have handouts for modules 8, 24 and 26 on a two page handout in Tony Buzan's Mindmap format. And it looks really good.

**N** ights Away  
You are all getting cleared for taking your Young People away on Summer Camp aren't you!

**F** irst Aid  
And all DC's have responded to Bill about the First Response Training provision haven't you.

**T** rainning Records  
And you all sent your adult training record information to Jo Kendall didn't you!

**N** ever Volunteer  
Unless you want to be a Local Training Adviser. Now is the time. Get on the phone to Colin Ward or Martyn Medcalf or your Local Training Manager and get your name down. It will not take up much time, It will help other Leaders, It

will improve Scouting, It will look good on the CV. You will be part of a big team. It will be another opportunity to have a day away from home when we all meet once a year. So do it now (OK I lied about the time. But only a little bit).

### **Early Retirement**

**E**arly retirement from her role as County Training Administrator. She wants to spend more time with her family... No! Wrong retirement speech. She wants to spend more time on her other Scouting Roles. Names of 'Pressed Men' to Colin Ward Please.

### **PowerPoint Master Slide**

**P**If you are preparing a Scouting Training PowerPoint Presentation then you can have a copy of the new Scouting Training Master slide by contacting the County Organising Commissioner, Bill Marshall.

### **Curious Questioned Answered**

**C***You talked last time about PESTS being part of the new Learning scheme, doesn't this mean that Scouting is becoming more management and less of a game.*

Yes it is. And no it isn't. For many years now we have been dealing with GSL's and Commissioners on all their training courses using Management Speak but explained in Scouting Speak to point out that Scouting is at the head of the list when it comes to using the latest training, learning, leading and management techniques. It is only the fact that this has now moved to other courses that is new.

Remember as well that Scouting produced a booklet a few years ago that encouraged Patrol Leaders to draw on their Scouting experiences when looking for a job. Telling the interviewer that they had been involved in Systematic Planning, Reviews, Leadership of a small team and so on.

We also produced a booklet called Scouting and the Unemployed for the same purpose. So we not only need to do it but

use the Management Speak as well so that others know that we do it. The only difference is that we probably use it and understand it, whereas they only speak it.

*If there are 36 modules isn't that going to make training very expensive. Well, if you paid me what I am worth it would be even more expensive but well worth it... Oh! I see what you mean. This is being looked at even as we speak. The Training Project Team had a meeting without Colin Ward and proposed some charges. Colin now has them and will be placing them before Barry about now and we will all know where we stand shortly.*

*When is the next course on Administration? Well that is a good question and I don't know. At least one person out there needs Module 20 and has told me so. But as of yet I do not know of anyone else. Nor do I know of anyone wanting Module 11 which can be run at the same time (actually it is the same course from a different perspective).*

So if you need either of these then tell me and I will sort out some details and get back to you. And don't forget all those new supporters you will be appointing in the next month or so.

*I am about to appoint a GSL How do I tell you? Look at the back of the DC's Manual and you will find a form. Fill it in and send it off.*

*I have appointed a Chairman but now he tells me that he does not want to complete a CRB. Haven't you made a mess of things then? Do the CRB, interviews etc first and then appoint. You will just have to explain the situation to him. If he really supports Scouting Principles then he will understand and complete the paperwork and if he does not understand then he does not support Scouting Principles and you would not want him anyway. Much easier to do it right in the first place... Training Course anyone?*