

2011

National Adult Training Scheme

Building the blocks of Successful Leadership for the Movement



ScoutsTT

ADULTS IN SCOUTING

Prepared by:

TRAINING AND ADULT RESOURCES DIVISION

THE SCOUT ASSOCIATION OF TRINIDAD AND TOBAGO

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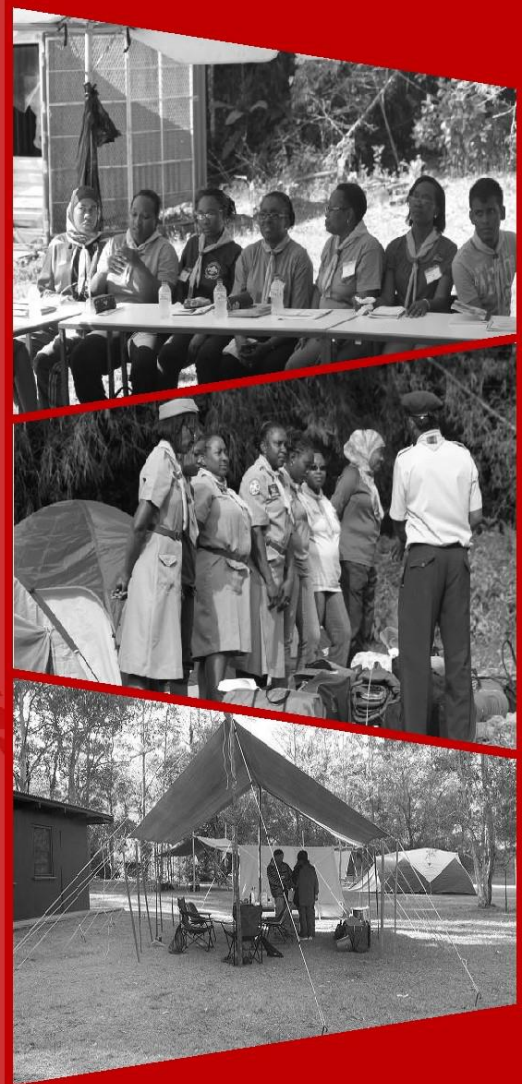
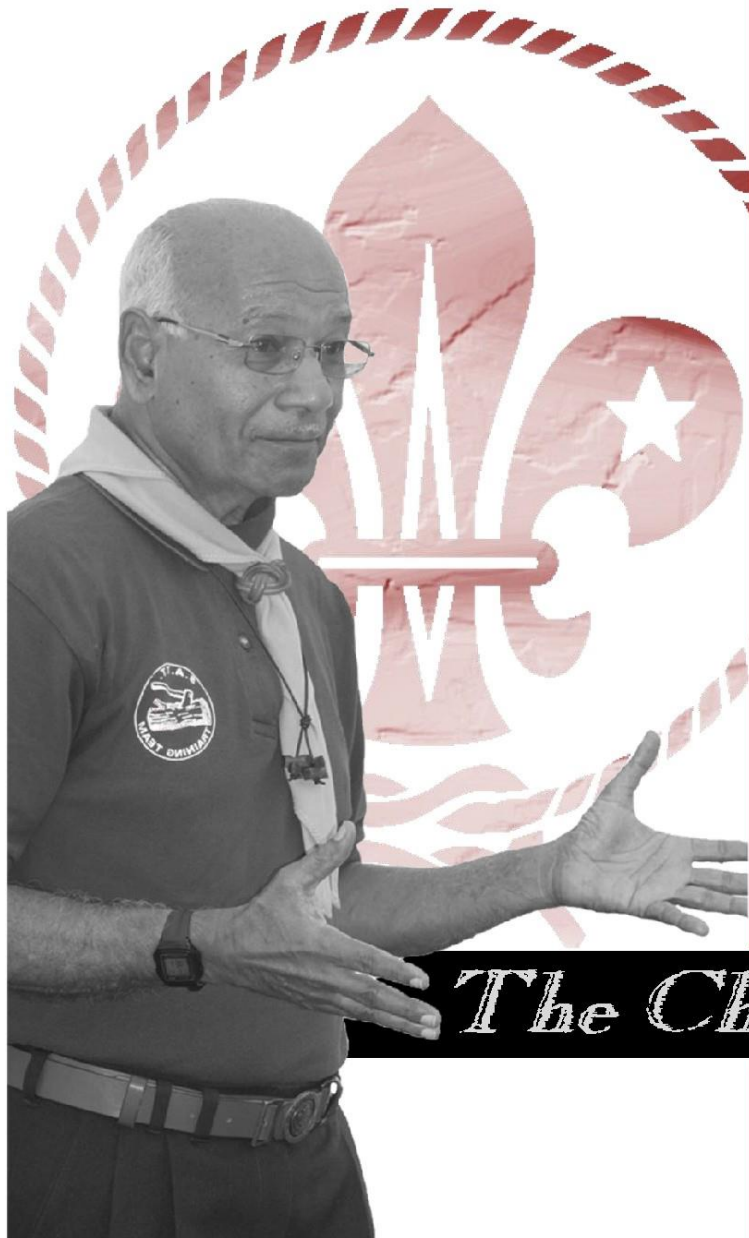
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Contents

Introduction	5
NATS Overview	6
The Scheme.....	8
How the process works	10
New Leader Certification Programme	11
Wood Badge Training Programme	11
Leadership for the 21st Century	11
The Objectives of Wood Badge.....	12
Wood Badge Five Central Themes.....	12
Adult Leader Trainer	14
Commissioner Service Training Programme.....	15
Course Outlines and Content.....	16
NEW LEADER CERTIFICATION.....	17
WOODBADGE TRAINING	28



The Challenge is on!

Introduction

Every scout deserves to have a good leader. Good leadership requires that persons aspiring to such positions are properly trained and prepared for the significant responsibilities that they will be assuming.

The Scout Association of Trinidad and Tobago is committed to ensuring that the best possible leadership and adult resources are provided, so that the young boys and girls who join our programme, get the best quality experience that can be provided.

Training of adults to successfully deliver the Scout program has therefore evolved into a well-articulated, thorough, curriculum of courses to be completed as leaders and our adults prepare themselves for the specific roles they intend to assume. Here are the courses you need to fulfil your commitment of an adult leader.

Our training scheme is designed to achieve the above through significantly upgrading the competency requirements of our adult resources for the 21st century and our human resource management structures and systems throughout the movement. The Training Scheme also facilitates a requirement for the continuous development and growth of our leadership through a process that offers not only scouting specific training, but creates opportunities for personal development for adults, both within their scouting role and as individuals.

Our NATS comprises four basic elements – each featuring a combination of technical, behavioural, management and personal development programme components. These components are structured in a modular fashion that allows for greater accessibility and participation, enhanced and diversified delivery methods and an increased emphasis on individual assessment, coaching and mentoring.

It is indeed our hope that this process of development will not only improve the overall quality of the programme that is delivered to our scouts, but that it will also add value and contribute to the development of the lives of our adult volunteers, without whose sacrifice we would not be here. I wish you good scouting and encourage you to accept the challenge that awaits you.

Yours in Scouting

Roger N.C. Berkeley

Deputy National Scout Commissioner - Training and Adult Resources

2010 - 2014

NATS Overview

The Scout Association's National Adult Training Scheme enables adults to gain the skills they need to deliver and/or support the programme for young people. The scheme:

- helps adults understand Scouting and their role within it
- gives them the skills they need to do their job
- improves the quality and quantity of Scouting delivered
- supports adults in their own personal development.

Training helps adults to gain skills, knowledge or values and helps them be happier and more effective in their roles. The necessary training can be delivered in a variety of ways to ensure there is the flexibility to suit everyone.

The scheme has been built around the principles that training should be accessible to all, flexible, and consistent. It builds on existing knowledge and skills, provides opportunities for adults to interact with others, use familiar Scout methods, and is externally recognized.

The scheme is divided into 55 modules, and different roles require a different selection or combination of modules to be completed. The role description agreed during induction will help to define which modules each person should complete. No training within the scheme is compulsory, in the sense that if an adult already has the skills and knowledge that are required for their role they do not have to repeat the training for its own sake.

They will however have to demonstrate that they have this knowledge and skill through a validation process with their Training Adviser.

Provisional Appointments:

The first stage of the scheme begins after the recruitment of an adult. The individual must agree a job description with their Group Scout Leader or Commissioner which will state who they will be working with, what they are required to do, duration and where support is available to them.

They will then begin a locally agreed induction programme. Individuals will also be required to complete an Adult Leader Application Form and for those new or returning to the movement a Reinstatement AL Application and a Certificate of Character from their local police station.

Once the forms have been received the Appointments sub-committee Secretary will inform the Zonal Training Advisor that the adult must begin the Adult Training Scheme and a Provisional Appointment will be made.

'Getting Started':

Following the issue of a Provisional Appointment, adults can begin the first stage of the training process, which is made up of the following areas that are required before the presentation of a Warrant:

- Module NLC 07, Scouting Essentials
- Module NLC 01, Leader Specific Training: Understanding your role. The appropriate module should be selected.
- Module NLC 05, Youth Protection Policy
- Module NLC 08, Basic Outdoor Skills
- Module NLC 09, Basic First Aid Skills
- Go through the Appointment Process.
- With the Zonal Training Advisor or District Personal Training Advisor develop a Personal Learning Plan.

The Personal Learning Plan (PLP)

This is an important part of the scheme and is created with the help of a Training Adviser. The plan is constructed by identifying which modules are relevant by answering a number of short questions. The purpose of the PLP is to focus the individual's training and development on specifically identified competency gaps.

Each adult should have a Personal Learning Plan which provides an agreed record of planned learning for a specified role. Adults will complete their Personal Learning Plan using the Adult's Personal File and through discussion with their Training Adviser who will provide them with guidance through their training. The plan will identify the modules relevant to their role and will establish those where training is required as well.

Validation

Validation is the means by which an individual's ability to use a skill in practice is confirmed. All modules required for a particular Appointment must be validated regardless of whether the skills have been gained by previous experience or by planned learning.

Each module has a fixed requirement and there are usually a number of validation methods for participants to select from.

Validation methods should:

- Be appropriate for those that have or have not attended training.
- Primarily involve people doing their job in Scouting and not be an extra task
- Demonstrate that some (but not necessarily all) of the module objectives have been met.
- Seek to improve the quality and/or quantity of Scouting.

The Scheme

Course Title	Course Code	Training type	New Leader Certification	Wood badge	ALT Coordinators	Commissioner Training
Activity Based learning	ALT 01	Training				
Adult learning	ALT 02	Training				
Presentation Skills 2: Facilitating	ALT 02	Training				
Training design and evaluation	ALT 03	Training				
Training Methodologies for Youth	ALT 05	Training				
Instructing Practical skills	ALT 06	Training				
District management and administration	CST 01	Administrative				
Understanding Group Behaviour	CST 02	Leadership & Mgmt				
Managing high performance teams	CST 03	Leadership & Mgmt				
Policy, Organization and Rules	CST 04	Policy				
LST: Understanding Role: Group Leadership	NLC 01-A	Administrative				
LST: Understanding Role: Troop Leadership	NLC 01-B	Administrative				
LST: Understanding Role: Pack Leadership	NLC 01-C	Administrative				
LST: Understanding Role: V/Unit Leadership	NLC 01-D	Administrative				
LST: Understanding Role: District Leadership	NLC 01-E	Administrative				
LST: Understanding Role: National Leadership	NLC 01-F	Administrative				
Coaching and Mentoring Youth	NLC 02	Leadership & Mgmt				
Shared Learning: Running the Group	NLC 03	Leadership & Mgmt				
Leadership Skills	NLC 04	Leadership & Mgmt				
Youth Protection Policy	NLC 05	Policy				
Leave No Trace: Environmental Protection	NLC 06	Policy				
Scouting Essentials	NLC 07	Practical				
Basic Outdoor Skills	NLC 08	Practical				
Basic First Aid	NLC 09	Practical				
Troop Activity Planning	NLC 10	Practical				
International Scouting: Travelling abroad	SLT 01	Administrative				
Event management	SLT 02	Administrative				
Financial Management	SLT 03	Administrative				
Presentation Skills 1: Self-awareness	SLT 04	Leadership & Mgmt				

Quality Management: Implementing the QSA	SLT 05	Leadership & Mgmt				
Managing for Growth: Building the Movement	SLT 06	Leadership & Mgmt				
Managing challenging behaviour	SLT 07	Leadership & Mgmt				
Managing Stress	SLT 08	Leadership & Mgmt				
Understanding youth issues	SLT 09	Leadership & Mgmt				
Scouting ceremonies	SLT 10	Practical				
Campfire Leader Training	SLT 11	Practical				
21st century Scouting	SLT 12	Leadership & Mgmt				
New Program content	SLT 13					
Group management and Administration	WBT 01	Administrative				
Financial reporting	WBT 02	Administrative				
The Group Committee	WBT 03	Administrative				
Information Technology and Scouting	WBT 04	Administrative				
Communication Skills	WBT 05	Leadership & Mgmt				
Youth Psychology	WBT 06	Leadership & Mgmt				
Strategic Planning	WBT 07	Leadership & Mgmt				
Quality Recruiting and Succession	WBT 08	Leadership & Mgmt				
Programme design, imp. and assessment	WBT 09	Practical				
Advanced Outdoor Skills	WBT 10	Practical				
Pioneering for Leaders	WBT 11	Practical				
Advanced First Aid and Life Saving	WBT 12	Practical				
Emergency Management	WBT 13	Practical				
Teaching ethics and values in Scouting	WBT 14	Training				
Training Methodologies for Youth	WBT 15	Training				
Shared Learning: position mentorship	WBT 16	Leadership & Mgmt				
Leadership Practical	WBT 17	Leadership & Mgmt				

How the process works

The process on adult leadership training is a continuous one that takes the participant through three stages.

1. New Leader Certification – this programme is designed to provide the new leader/scouter with the fundamental skills and knowledge required to participate in the scout programme. It encompasses a wide range of basic practical skills training, information sharing on the foundational elements of the movement (i.e. its aims, objectives, etc.) and the basic rules of engagement.
2. The Advanced Leadership Programme – This programme allows leaders to work towards the attainment of their Woodbadge. This series of programmes is designed to provide the adult leader/scouter with the necessary competencies to deliver a superior quality programme and experience to their groups. The range of programmes include management and leadership, advanced practical skills training, programme enrichment activities and completion of a practical element to the training.
3. Supplemental training – these programmes are meant to facilitate the requirement for leaders to engage in a minimum of 16 hours of supplemental training per year – to maintain their warrant.

Adult Leaders may also participate in Commissioner Service Training programmes. These provide participants with the required training to attain appointments as Commissioners at both District and National Level. ALL commissioners must satisfy the training requirements before confirmation of their appointments. In cases of acting appointments to commissioner positions, these may be done without completion of training requirements, providing that such appointments do not exceed six (6) months.

New Leader Certification Programme

The New Leader Certification programme is a seamless training program that:

- Provides an increased awareness of all aspects of the Scouting program.
- Develops an understanding that Scouting fosters the same values and aims for youth at all levels.
- Uses proven methods to deliver the values and aims of Scouting in an age-appropriate program.
- Affords leaders an easy and convenient transition as they advance from one program to another.
- Removes perceived and artificial barriers among Scouting volunteers.
- Provides the basic tools and skills required for effective leadership at scouting activities.

Wood Badge Training Programme

Leadership for the 21st Century

Our Woodbadge Programme, for the 21st Century Leader, is the premier adult leadership development course for ScoutsTT. It brings together leaders from all areas of Scouting - Cub Scouting, Scouting, and Venturing. This course draws upon the most current leadership models used by the private sector, academic circles, and successful outdoor leadership organizations. This exciting and fast-paced training discusses team development and appropriate leadership strategies to enable teams to reach their highest performance level.

Wood Badge is a training programme for Scouters which finally results in their receiving a certificate and two small wooden beads on a leather thong. Lord Baden-Powell, the founder of Scouting, directed the first course in 1919 and gave each of the participants one of the beads which he had captured from the African chieftain Dinizulu. Thus did the course name develop, for its symbol was literally a badge of wood.

Wood Badge is, further, Scouting's premier training course. Baden-Powell designed it so that Scouters could learn, in as practical a way possible, the skills and methods of Scouting. It is first and foremost, learning by doing. During the practical elements of the course participants are formed into patrols and these into a troop. The entire troop lives in the out-of-doors over two weekend outdoor activities, camping, cooking their own meals, and practicing Scout skills.

The uniqueness of Scouting is the patrol method. The use of the natural gang of six or eight boys who elect their own leader and plan and carry out many of their own activities is a democracy in microcosm. Here young men learn the give and take of working with people as they must surely do all their lives. Here, too, they are given leadership and learning opportunities which prepare them for their future roles

as citizens. It is for this reason that it is so crucial that all adults understand thoroughly the patrol method. Thus it was that Baden-Powell developed a practical course built around the operation of a troop and its patrols.

But Wood Badge is more than just mechanical course work. Wood Badge is the embodiment of the Scouting spirit. Like many intense training experiences, it has always relied on a busy schedule forcing the participants to work together, to organize and to develop an enthusiasm and team spirit to accomplish the tasks and challenges placed before them. Carried out in context of Scouting ideals and service to young people, the course brings out a deep dedication and spirit of brotherhood and fellowship in most participants. Certainly were it not for the common goal of the movement and its program for young people, it would be hard to get grown men and women to endure the rigid expectations required by a program that runs from early morning to late at night.

The Objectives of Wood Badge

Wood Badge has four specific objectives: As a result of attending Wood Badge, participants will be able to:

- View scouting globally, as a family of interrelated, values-based programs that provide age-appropriate activities for youth.
- Recognize the contemporary leadership concepts utilized in corporate America and leading government organizations that are relevant to our values-based movement.
- Apply the skills they learn from their participation as a member of a successful working team.
- Revitalize their commitment by sharing in an overall inspirational experience that helps provide Scouting with the leadership it needs to accomplish its mission on an ongoing basis.

Wood Badge Five Central Themes

The themes that follow encapsulate the course content of Wood Badge for the Twenty-First Century.

- Living the Values
 1. Values, Mission, and Vision
 2. Aims and Methods
- Bringing the Vision to Life
 1. Listening to Learn
 2. Communicating
 3. Giving and Receiving Feedback
 4. Valuing People and Leveraging Diversity
 5. Coaching and Mentoring

- Models for Success
 1. Team Development Model
 2. Situational Leadership

- Tools of the Trade
 1. Project Planning
 2. Problem Solving
 3. Managing Conflict
 4. Assessing Team Performance
 5. Managing Change
 6. Celebrating Team Success

- Leading to Make a Difference.
 1. Leaving a Legacy
 2. Learning the Greatest Leadership Secret

Programme Overview:

Wood Badge for the 21st century may be delivered to all Scout leaders. It has been developed for all adult leaders, as well as zonal and district leaders. Its focus is on leadership, not out-of- door skills. The following information is designed to provide you with key information and to help your council roll out the new course Programme Delivery:

The first part of the new Wood Badge course reflects unit meetings, while the second part of the course uses a unit camping activity as its delivery model. During Wood Badge, the model Scout troop will serve as a laboratory for training purposes. This is done for several reasons:

- The Scout troop simulation provides a good framework in which to practice the leadership skills introduced in the course.

- Scouting provides a natural bridge between the various programs in Scouting, and leaders should understand the importance of transition.

- It would be difficult and most likely confusing to simultaneously model Cub Scouting, Scouting, and Venture Scouting in one course.

Adult Leader Trainer

As part of its succession planning and its commitment to continuous development, members of ScoutsTT are invited to participate in our ALT programme. This programme seeks to prepare individuals who aspire to the role of adult trainers throughout the movement. The programme is divided into two components, as follows:

Training facilitators / Course managers:

Participants will pursue programmes geared towards improving skills in facilitating adult learning and designing and delivering individual component modules within the NATS. Each participant will be required to complete all modules within the ALT programme and to complete a total of 90 hours of facilitation – inclusive of designing course content, evaluation methods and execution of programme. Upon completion candidates may be nominated for the award of a 3rd bead.

Programme Managers:

This aspect of the ALT programme is focused on experiential learning and programme design. Individuals who have successfully completed the first element of the ALT programme will be invited by the DNSC – Training and Adult Resources to pursue the award of a fourth bead.

The programme will involve the following:

- Candidates should have completed or been validated for the first component of the ALT Programme.
- Programme leadership and Administration.
 - Facilitation of 180 training hours over a 36 month period.
 - Assist in the design and evaluation of programme content for a minimum period of 24 months.
- Publications: Candidates to be considered should have prepared at least one paper (5000 words or more) or assisted in the publication of any training resource material (book, video, etc.).

Commissioner Service Training Programme

In the Scout Movement, a commissioner is the person whose role it is to oversee a Scout association's programs, usually within a particular geographic area. Normally, commissioners are volunteers.

Our Commissioner Service Training courses are designed to give to the adult volunteer the tools required to assume leadership positions in the movement. The training programme will focus on the development of management and strategic thinking skills. They will prepare adult volunteers for their roles in charting the future of the movement, managing people, team building, community networking and relationship skills and institutional strengthening.

Upon completion of the CST Programme participants should have the necessary competencies required to support the development and delivery of a more effective youth programme to our members.

Course Outlines and Content

New Leader Certification

Page 17

Wood badge Training

Page 28

NEW LEADER CERTIFICATION

Module Description

Module Title	Leader Specific Training: Group Leadership	Dates & Time:
Course Code	NLC 01 (A)	Location:
Prerequisites	None	
Duration	½ Day – 3 contact hours	
Overview	This module is designed to enable the participants to understand the role description and functions of the particular position to which they seek appointment. It also covers some of the basic information required to get started in the role.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Describe their role in scouting and the functions of the position. ✓ Understand the basic elements of running a group <ul style="list-style-type: none"> ○ Establishing the Group Council/Committee ○ Role of Sponsoring Authority ○ Reporting requirements ✓ Be aware of the POR and how it relates to the position. ✓ Be familiar with the methods of training used in the various sections. 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Role and functions ✓ Group Structure and specific roles ✓ Introduction to the PO&R ✓ The Group Council meeting ✓ Next step – Personal Learning Plan ✓ Fundamental Principles of Scouting 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Questionnaire • Prepare meeting plan. 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

THIS COURSE MAY BE FACILITATED BY TRAINED DISTRICT PERSONNEL

Module Description

Module Title	Leader Specific Training: Section Leadership	Dates & Time:
Course Code	NLC 01 (B-D)	Location:
Prerequisites	None	
Duration	½ Day – 3 contact hours	
Overview	This module is designed to enable the participants to understand the role description and functions of the particular position to which they seek appointment. It also covers some of the basic information required to get started in the role.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Describe their role in scouting and the functions of the position. ✓ Understand the basic elements of running a meeting. ✓ Be aware of the POR and how it relates to the position. ✓ Be familiar with the methods of training used in the particular section. 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Role and functions ✓ Methods ✓ Essential characteristics of scouting ✓ The Meeting ✓ SMGO for section ✓ Activity ✓ Introduction to the PO&R ✓ Next step – Personal Learning Plan 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Questionnaire • Prepare meeting plan. 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

THIS COURSE MAY BE FACILITATED BY TRAINED DISTRICT PERSONNEL

Module Description

Module Title	Coaching and Mentoring Youth	Dates & Time:
Course Code	NLC 02	Location:
Prerequisites	NLC 07 Scouting Essentials	
Duration	1 Day – 6 contact hours	
Overview	To enable participants to develop youth specific coaching and mentoring skills.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Compare and contrast the concepts of coaching and mentoring. ✓ Understand your role as a coach and listener. ✓ Understand your own behavioural style ✓ Be able to meet and talk to young people ✓ Leverage your life's experience and the principles of scouting to guide young people ✓ Be able to manage and conduct basic counselling session ✓ Understand the barriers to effective coaching and mentoring youth 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Defining Coaching and mentorship ✓ The coaching skills inventory (self-assessment) ✓ Communicating (listening and feedback skills) ✓ Motivating ✓ Counselling ✓ Establishing the relationship (building rapport) ✓ Understanding the patrol system. (PL's and APLs as youth mentors and coaches.) 	Coordinator:
Assessments	Multiple choice examination Practical assessment	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Shared Learning	Dates & Time:
Course Code	NLC 03	Location:
Prerequisites	To be completed at the end of the NLC programme	
Duration	½ Day – 3 contact hours	
Overview	This module will facilitate the sharing of experience and knowledge from experience leaders with new leaders entering the movement.	
Objectives	<p>At the end of the module participants would have:</p> <ul style="list-style-type: none"> ✓ Gain from the experience and wisdom of more experienced leaders and those of fellow leaders. ✓ Establish a network of leader resources they could tap into. ✓ Gained a better appreciation of how they can apply what they have learnt throughout the programme in a practical way. 	Cost: Nil
Module Outline	<p>Open discussion around the following topics and any others:</p> <ul style="list-style-type: none"> ✓ Youth Programme content and delivery ✓ Building resources ✓ Forming the Group Committee ✓ Finance generation ✓ Adult Leader / youth relationship ✓ Dealing with difficult situations 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Not applicable 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

THIS COURSE MAY BE FACILITATED BY TRAINED DISTRICT PERSONNEL

Module Description

Module Title	Leadership Skills for Scouters	Dates & Time:
Course Code	NLC 04	Location:
Prerequisites	NLC 07 Scouting Essentials	
Duration	1 Day – 6 contact hours	
Overview	<p>Good leaders have always been expected to be able to solve new problems, capitalize on new opportunities and navigate through the ever-changing landscape of our society.</p> <p>Leadership is a complex process by which the leader influences others to perform and achieve. The leadership attributes – belief, values, ethics, character, knowledge, and skills – are all traits, which can be learned. This course provides the basis for understanding what leadership is and what leaders do to be successful.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Define what leadership is and how it is applied at all levels of the group/organisation ✓ Understand the basics of leadership and motivation ✓ Determine what is necessary to lead teams and organizations, and how to integrate this with effective management of the organisation. ✓ Develop skills in communicating, influencing and negotiating with peers, subordinates and seniors. ✓ Become adept at assessing leadership traits and qualities in ourselves and others ✓ Learn how to develop leadership in ourselves and others ✓ Appreciate the importance of organization culture and the leader's role in establishing it. ✓ Understand key success factors (KSFs) for successful rollout of Management of Change in dynamic organizations. 	Cost: \$50.00
Module Outline	<ul style="list-style-type: none"> • Introduction & Objectives • Leadership – Role, Skills and Styles <ul style="list-style-type: none"> - Definition and the Leadership Grid - Collaborative leadership - Transitional leadership - Visionary leadership - Situational leadership • Leadership and Communication <ul style="list-style-type: none"> - Basics of effective communication - Barriers to communications - Verbal & non-verbal communication - The art of listening - Conducting effective meetings • Leadership and Problem-Solving <ul style="list-style-type: none"> - Problem solving steps - Getting consensus - The leader as a problem solver 	Coordinator:

-
- Leadership and Management
 - Authority Vs. Responsibility (accountability)
 - Delegation and Acceptance
 - Roles and relationships
 - The manager as a leader
 - Being a leader: Bridging the gap
 - Leadership and Team Building
 - Team building process
 - Essential building blocks for teams
 - Purpose, Organization, Process, Culture & Influence
 - Dealing with internal and external politics
 - The Team Leader as a facilitator, mediator & negotiator
 - Leadership and Motivation
 - Principles of motivation
 - Motivation theories and their application
 - Motivation through goal setting
 - Guidelines for setting SMART goals
 - Self-actualization in the team
 - Leadership and Management of Change
 - The need for change
 - Psychology of resistance to change
 - Implementing the change model
 - Developing the change management plan
 - Communicating for change
 - Leadership and Decision-making
 - Common Pitfalls in Decision-making
 - Thinking and Decision-making processes
 - Decision-making matrix – Focus & Impact
 - The 3D Model – Debate, Discussion & Dialogue
 - Leadership and Ethics
 - Character and integrity
 - Ethics and Values
 - Building excellence
 - Emotional intelligence
 - Influencing team/organizational culture
 - Leadership for the Team Leader
 - Leadership life cycle
 - Continuum of Leadership
 - Leadership for virtual teams
 - Developing high performance teams
 - Checklist – Team Maturity & Leader behaviours

• Course Wrap-up

- Questionnaire
 - Prepare meeting plan.
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Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)

Module Description

Module Title	Youth Protection Policy	Dates & Time:
Course Code	NLC 05	Location:
Prerequisites	NLC 07 Scouting Essentials	
Duration	½ Day – 3 contact hours	<i>Check Districts for District Schedules.</i>
Overview	<p>Youth Protection training is designed to help you keep our youth safe from abuse and harm, during scouting activities. You will learn ScoutsTT Youth Protection Guidelines, signs of abuse, and how to report suspected abuse.</p> <p>ScoutsTT places the greatest importance on creating the most secure environment possible for our youth members. All adult volunteers should take this course. It covers ScoutsTT's Youth Protection policies, kinds of abuse, signs of abuse, how to respond to disclosure of abuse, and proper reporting procedures. It does so by taking you through situations that require choices and produce consequences. Successful completion of this course requires an 80 percent or higher score.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand ScoutsTT's Youth Protection Policy. ✓ Be better able to identify potential cases of child abuse. ✓ Be able to identify potential safety hazards and develop preventative actions. ✓ Understand the reporting guidelines in cases of suspected child abuse and for accidents and incidents, during scouting activities. 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Youth Protection Policy of ScoutsTT ✓ Recognizing signs of child abuse ✓ Child abusers – who are they? ✓ Child abuse prevention – the 3 Rs ✓ Parental involvement ✓ How to report suspected cases of child abuse ✓ Implementing ScoutsTT's Youth Protection Policy 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Questionnaire • Open Discussion participation 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

THIS COURSE MAY BE FACILITATED BY TRAINED DISTRICT PERSONNEL

Module Description

Module Title	Leave No Trace: Environmental Protection	Dates & Time:
Course Code	NLC 06	Location:
Prerequisites	None	
Duration	½ Day – 2 contact hours	
Overview	<p>Leave No Trace is both a set of principles, and an organization that promotes those principles. The principles are designed to assist outdoor enthusiasts with their decisions about how to reduce their environmental foot print when camping, hiking etc.</p> <p>Scouting's mission is directly linked to the protection of the environment as stated in the World Environment Policy. This session provides the requisite guidance and information to participants in fulfilling these objectives.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Demonstrate an understanding of the philosophy of the movement with reference to respect for the environment. ✓ Understand ScoutsTT's LNT (Leave no trace) Policy. ✓ Explain some of the practical steps that can be taken to ensure compliance with the policy. ✓ Have an understanding of how the policy can be taught to our youth members. 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ LNT Policy of ScoutsTT ✓ 7 LNT Principles ✓ Scouting's mission to protect the environment. ✓ Implementing LNT 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Questionnaire • Open Discussion participation 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Scouting Essentials	Dates & Times:
Course Code	NLC 07	
Prerequisites	None	Location:
Duration	½ Day – 3 contact hours	
Overview	The first step of training for adult leaders and volunteers, regardless of the position is the Scouting Essentials module. It will provide participants with a broad understanding of what scouting is about and what the expectations are of adult volunteers in the movement.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Demonstrate an understanding of the principles and main objectives of the movement. ✓ Explain the general structure of world and local scouting. ✓ Understand the leadership requirements and expectations of the movement. ✓ Explain the steps required in starting a scout group. ✓ Identify what further training is available 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Scouting's Mission, Vision and Values ✓ History of the movement ✓ The story of BP ✓ Structure of SscoutsTT ✓ Scouting Programmes for all ages and abilities ✓ Leader expectations ✓ Words from the founder – Scouting for Boys ✓ Personal Learning Plan 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Questionnaire • Open Discussion participation 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

THIS COURSE MAY BE FACILITATED BY TRAINED DISTRICT PERSONNEL

Module Description

Module Title	Basic Outdoor Skills	Dates & Location:
Course Code	NLC 08	
Prerequisites	NLC 1, 5, 6, 7.	
Duration	2 Days (overnight) / 20 contact hours	
Overview	<p>This programme covers the basic requirements of camping, hiking and other outdoor programme activities that are required for adult section/group leaders in the movement. It provides leaders with the basic outdoor skills information needed to start and guide the programme in the right way.</p> <p>This programme is done simultaneously for the cub scout, scout and venture scout sections.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Demonstrate competence in the basic elements of leading outdoor programme activities. ✓ Demonstrate sufficient skill in executing the requirements of the cub-scout and scout programme up to the Scout Standard level. 	Cost:
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Backpacking and Camping requirements – how to prepare for camps and expeditions. ✓ Outdoor equipment requirements ✓ Basic knots, whippings and lashings ✓ Campsite Layout ✓ Tentage: setting up a tent and caring for it. ✓ Basic Compassing ✓ Basic Camp craft – basic gadgets ✓ Recap Principles of LNT ✓ Basic camp leadership. <ul style="list-style-type: none"> - Camp scheduling / programme - Camp sanitation and hygiene - Emergency management - Camp Supervision (using the patrol system) - Camp Planning Checklist - Establishing camp rules ✓ The outdoors and scouting principles - linkages 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Practical assignment • Skill Tests 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Activity Planning	Dates:
Course Code	NLC 10	
Prerequisites	NLC 01, 07	
Duration	½ Day – 3 contact hours	
Overview	This module is designed to enable the participants to understand the fundamentals of planning activities in order to deliver the scout programme.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Explain the importance of regular outdoor activities as part of a balanced programme. ✓ Describe the role and responsibilities of Leaders, Group Scout Leaders and District Commissioners with regard to activities that do not require formal Activity Permits (weekly meetings, visits and trips) ✓ Explain how the Policy, Organisation and Rules detail the requirements and provide guidance on a wide range of Scouting activities. ✓ Plan suitable outdoor activities taking into account the age, experience and fitness of the group, any Special Needs, the activity involved and the anticipated weather conditions. ✓ Detail the emergency and reporting procedures to be implemented in the event of an accident or incident 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Understanding the youth programme objectives ✓ Linking activities to programme ✓ Activity planning process ✓ Undertake appropriate Risk Assessments before and during activities. ✓ Parental information system ✓ Leadership requirement assessment ✓ The appropriate use of delegation, decision-making, group control and good communication. ✓ Difficulties of operating with both large numbers of young people as a single group, and the risks with very small groups. ✓ Basic Emergency response 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Questionnaire • Prepare an activity plan 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

WOODBADGE TRAINING

Module Description

Module Title	Group Management and Administration	Dates & Location:
Course Code	WBT 01	
Prerequisites	None	
Duration	½ Day – 4 contact hours	
Overview	This module is designed to enable the participants to understand the role description and functions of the particular position to which they seek appointment. It also covers some of the basic information required to get started in the role at group and district levels.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Review and discuss the role of the Group Scout Leader. ✓ Identify the skills and competencies needed to fulfil the role. ✓ Identify and discuss the essential functional areas required in managing the scout group. ✓ Experience the shared learning from experienced group leaders – understanding what works. 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> • Role of the GSL • Skills Required • Functional areas: <ul style="list-style-type: none"> a. Administration b. Programme delivery c. Financial Planning d. Event / project management e. Reporting 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Project assignment 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Financial Reporting	Dates & Location
Course Code	WBT 02	
Prerequisites	None	
Duration	½ Day – 3 contact hours	
Overview	This module is designed to enable the participants to understand the Financial reporting requirements of the Association, and provide some of the basic accounting tools and skills required to perform this function at group and district levels.	
Objectives	Upon Completion of this course, learners will be able to: ✓ Complete annual financial reporting documentation	Cost: \$50.00
Module Outline	Topics to be covered in this module: ✓ Financial Reporting requirements ✓ Financial accountability guidelines ✓ Basic accounting for Scout leaders ✓ Financial reporting documentation	Coordinator:
Assessments	<ul style="list-style-type: none"> Case Study 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	The Group Committee	Dates & Location
Course Code	WBT 03	
Prerequisites	Scouting Essentials	
Duration	½ Day – 3 Contact hours	
Overview	This module is designed to enable the participants to understand the role description and functions of the particular position to which they seek appointment. It also covers some of the basic information required to get started in the role.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand and describe their role in scouting and the functions of the positions. 	Cost: \$50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Scouting's objectives – review ✓ Overall role of the Group Committee ✓ Position roles and responsibilities ✓ Policy, Organisation and Rules ✓ Delivering the Promise 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Group Work: Case Study 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Information Technology and Scouting	Dates & Location
Course Code	WBT 04	
Prerequisites	None	
Duration	Five ½ Days – 20 contact hours	
Overview	<p>This programme is designed to provide participants with an understanding of how they can utilize technology to support the delivery of the scout programme. It will focus on two elements:</p> <ol style="list-style-type: none"> 1. Basic IT skills – Utilising Microsoft office suite 2. Using Technology to improve Group administration and communication 	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Have a basic understanding of Microsoft Office: Excel and ✓ Understand the benefits and challenges of social networks and the internet, and using them in scouting. ✓ Be familiar with websites and the benefits that can be had from their use. 	Cost:
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Introduction to Computing ✓ Microsoft Office Suite – Word and Excel ✓ Introduction to Social Networks and the Internet ✓ Emailing ✓ Building Websites and Facebook Pages 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Build a Facebook page for your Group / section • Individual Assignment 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Communication skills	Dates & Location
Course Code	WBT 05	
Prerequisites	None	
Duration	1 Day – (6 contact hours)	
Overview	<p>This highly interactive, two-day program is designed to enhance your communication skills as an adult leader. You will learn effective tools and techniques for effectively interpreting communicative behaviour. Using a Listening Skills Questionnaire, you will have the opportunity to evaluate your own listening skills. Through case studies and exercises, we will discuss ways to listen effectively, and practice summarizing what others are saying to avoid or de-escalate conflict.</p> <p>Using the Myers-Briggs Type Indicator, you will learn about communication styles, your preferences, and considerations for using another style when interacting with others.</p> <p>We will use an additional case study to identify best practices in giving and receiving constructive feedback.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Review and discuss the importance of effective communication. ✓ Evaluate your own listening skills. ✓ Identify and discuss the 10 keys to effective listening. ✓ Using a case study, discuss constructive and destructive outcomes for managing interpersonal communication. ✓ Learn how to restate negative sounding statements into positive ones to avoid escalation. ✓ Identify various communication styles using the Myers-Briggs Type Indicator and apply them to specific scenarios. ✓ Interpret verbal and nonverbal communication in others. ✓ Practice giving and receiving constructive feedback 	Cost: 50.00
Module Outline	<p>Topics to be covered in this module:</p> <ol style="list-style-type: none"> 1. Importance of effective communication 2. Listening Skills Questionnaire 3. Keys to effective listening 4. Types of communication (One-on-One, Group Meetings, Telephone, Email, etc.) 5. Interpersonal Communications – words, body language, tone 6. Understanding emotions when communicating 7. Selecting an appropriate communications medium 8. Constructive and destructive outcomes for managing interpersonal communication 9. Communication styles of the Myers-Briggs Type Indicator 10. Using a communication style that is not your preference 11. Giving/Receiving constructive feedback 	Coordinator:
Assessments	<p>Coursework</p> <ul style="list-style-type: none"> • Role play analysis • Case study • Questionnaire 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Youth Psychology	Dates & Location
Course Code	WBT 06	
Prerequisites	NLC 02	
Duration	1 Day – 4 contact hours	
Overview	This module prepares participants to deal with children and young people and will allow our participants to gain an appreciation of basic issues involved in understanding the psychology of our youth membership. It will introduce leaders to the issues of child and adolescent development and behaviour.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand basic theories of Youth Psychology ✓ Describe the human development cycle ✓ Identify some of the techniques, skills required and resources available in dealing with challenged youth 	Cost: 50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Introduction: Theories of human development (Piaget's theory of Cognitive Development and Development Psychology [issues of personality and individual differences]) ✓ Pre-teen Development Cycle ✓ Issues in Adolescent development: <ul style="list-style-type: none"> - Social Development - Moral Development - Emotional and Intellectual Development - Physical Development ✓ Transitioning from Adolescence to Adulthood ✓ Dealing with and identifying challenged youth ✓ Coping Skills for adults 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Role Play • Multiple Choice Questionnaire 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Strategic Planning	Dates & Location
Course Code	WBT 07	
Prerequisites	None	
Duration	1 Day – 7 contact hours	
Overview	Strategic planning determines where an organization is going over the next year or more, how it's going to get there and how it'll know if it got there or not. This module will provide participants with an understanding of the importance and benefits of strategic planning, the planning process and some of the tools required to develop and implement strategic plans at the group and district level.	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Discuss the benefits of strategic planning ✓ Understand the planning cycle ✓ Evaluate your current strategic planning practices ✓ Develop a Mission, vision and values statement for their particular group. ✓ Develop a strategic and an implementation plan for their particular group. 	Cost: 50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Definition of Strategic Planning (SP) ✓ Benefits of SP ✓ The Planning Process ✓ Developing Mission, Vision and Values statements ✓ Current and Future state assessments ✓ Developing the Action Plan ✓ Implementation ✓ Monitoring, Evaluating and adjusting the plan. 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Develop a (or review the) Mission, Vision and Values statement for your Group. • Questionnaire • Project Assignment 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Quality Recruiting and Succession Planning	Dates & Location
Course Code	WBT 08	
Prerequisites	None	
Duration	1 DAY – 7 contact hours	
Overview	<p>This is an advanced course for scouters in group or district leadership positions and is designed to introduce participants to basic skills required for successful recruitment and retention of adult volunteers (both uniformed and non-uniformed).</p> <p>The learning outcomes address both the knowledge and skills to implement effective recruitment and selection processes and/or to critique and improve existing processes. The outcomes also address the specific skills to conduct selection interviewing.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> • Develop a comprehensive understanding of the processes and systems for effective recruitment and selection of volunteers. • Prepare for and conduct behaviour based selection interviews and panel interview. • Evaluate the effectiveness of your recruitment process and make improvements where required. • Understand the importance of succession planning and design a basic succession map for their group. 	Cost: 50.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Introduction to Recruitment ✓ The Selection Process – Identifying required competencies ✓ Interviews methods and skills ✓ Avoiding bias in the process ✓ Pre-appointment assessments ✓ Integration and inductions ✓ Introduction to succession planning ✓ Developing a succession plan 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Group assignment • Individual assignment 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Programme design, implementation and assessment	Dates & Location
Course Code	WBT 09	
Prerequisites	New leader certificate, WBT 15	
Duration	1 Day – 7 contact hours	
Overview	<p>The Scout Leaders are responsible for planning and delivering a Balanced Programme. In Scouting, 'programme' has the widest possible interpretation. Programme is not just all the activities that Scouts can take part in, including almost anything from Archery to zip lining. It is also how we do those activities, known as the method.</p> <p>This module seeks to provide guidance to adult leaders to support their integrating the organisation's mission, values principles and objectives into the activities that their charges undertaken, and how to assess the effectiveness of the delivery of their programmes.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand the elements of the youth programme ✓ Explain the concept of a balanced programme ✓ Be able to design a comprehensive and balanced programme – consistent with the principles and methods of scouting. ✓ Discuss the different methods involved in assessing the effectiveness of the delivery of the programme. 	Cost:
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ World youth programme policy ✓ Programme elements for various sections ✓ Principles of programme/curriculum design ✓ Understanding and using the educational objectives of the scout movement ✓ Programme enhancement ideas ✓ Programme resources ✓ Programme implementation ✓ Assessment methods and tools. 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Group assignment – 1 month completion 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Advanced Outdoor Skills	Dates & Location
Course Code	WBT 10	
Prerequisites	None	
Duration	4 Days – 32 contact hours	
Overview	<p>This programme is designed to provide participants with the capacity to deliver most aspects of the outdoor programme – from cub scouts to Venture Scouts.</p> <p>Participants actively learn and practice the skills to become proficient in the outdoors, and gain hands on appreciation of the patrol system in action.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand the operation of the Patrol System ✓ Plan and execute a camping programme. ✓ Demonstrate proficiency in outdoor skills 	Cost: 250.00
Module Outline	<p>Topics to be covered in this module:</p> <p><u>Weekend one: residential camping (2 nights / 2 days)</u></p> <ul style="list-style-type: none"> ✓ Estimation ✓ Weather ✓ Outdoor cooking and menu planning for outdoor camps ✓ Emergency Shelters ✓ Introduction to outdoor activities: <ul style="list-style-type: none"> - Archery - Snorkelling ✓ Orienteering: Advanced compass work and map reading ✓ Backwoodsman training <ul style="list-style-type: none"> - Emergency Shelters - Backwoodsman cooking - Survival Guides ✓ Introduction to GPS ✓ Outdoor games ✓ Advanced Knots and Lashings ✓ First Aid for the outdoors ✓ Tracking Signals ✓ Campfires and Campfire programmes ✓ Outdoor camping tools ✓ Camp programme planning <p><u>Weekend two: Backpacking adventure (1 nights / 2 days)</u></p> <ul style="list-style-type: none"> ✓ Overnight Hiking ✓ Introduction to outdoor activities: <ul style="list-style-type: none"> - Rappelling / rock climbing ✓ Identifying flora and fauna ✓ Reading the signs of nature ✓ Leadership skills for the outdoors 	Coordinator:
Assessments	<ul style="list-style-type: none"> • STA Completion • Group participation • Hike Report submission 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Pioneering for Leaders	Dates & Location
Course Code	WBT 11	12/04/2014
Prerequisites	None	PAX VALE 8.00AM – 4.00PM
Duration	1 Day – 7 contact hours	
Overview	This module will expose participants to the practical application of pioneering skills. The programme will focus on practical projects	
Objectives	Upon Completion of this course, learners will be able to: <ul style="list-style-type: none"> ✓ Construct a variety of pioneering projects ✓ Demonstrate the application of their knowledge of knots. ✓ Plan and execute a pioneering project. 	Cost:
Module Outline	Topics to be covered in this module: <ul style="list-style-type: none"> ✓ Introduction to pioneering ✓ Tools and equipment ✓ Pioneering knots review ✓ Bridges ✓ Towers and gateways ✓ Campsite gadgets 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Group Project assignment 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Emergency management	Dates & Location
Course Code	WBT 13	
Prerequisites	None	
Duration	½ Day – 3 contact hours	
Overview	<p>Fortunately, many of us will never experience a true emergency — serious accident or fatality. A clean record does not guarantee a smooth future. Events like multiple swimmers drowning, getting lost, vehicle accidents, and bushfires remind us of the importance of having an emergency response plan. The best way to test your plan and crisis team is to conduct an emergency response drill.</p> <p>This module is designed to enable the participants to understand the need for emergency planning for scout events and activities.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand the principles of emergency management ✓ Develop and emergency response plan for scouting events and activities. ✓ Conduct risk assessment for activities. 	Cost: 30.00
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ Principles of emergency management ✓ Be prepared – the emergency response plan <ul style="list-style-type: none"> - Risk assessments ✓ The emergency response team – roles and responsibilities 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Case Study 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Teaching Ethics and Values in Scouting	Dates & Location
Course Code	WBT 14	
Prerequisites	WBT 06	
Duration	½ Day – 3 contact hours	
Overview	<p>How do children become moral people, and what role do leaders have in that process? It is the mission of scouting to serve others by helping to instil values in young people and in other ways prepare them to make ethical choices over their lifetime in achieving their full potential. The values we strive to instil are based on those found in the Scout Promise and Law</p> <p>This module is a seminar type programme which provides a framework for teaching ethics and values, developed for youth participants, which explores the development of values, the decision-making process, and the role of community.</p>	
Objectives	<p>Upon Completion of this course, learners will be able to:</p> <ul style="list-style-type: none"> ✓ Understand the concepts of values, ethics and morals ✓ Understand how to integrate values education into the programme 	Cost:
Module Outline	<p>Topics to be covered in this module:</p> <ul style="list-style-type: none"> ✓ The importance of leadership ✓ Linking character development to the programme. 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Not applicable 	<p><i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i></p>

Module Description

Module Title	Training methodologies for youth	Dates & Location
Course Code	WBT 15	
Prerequisites	WBT 06	
Duration	½ Day – 7 contact hours	
Overview	This workshop introduces participants to the characteristics of adolescent learners, a variety of teaching methods, and the role of adults as facilitators.	
Objectives	Upon Completion of this course, learners will be able to: ✓ Describe their role in scouting and the functions of the position.	Cost: 50.00
Module Outline	Topics to be covered in this module: ✓ Understanding Youth Learners ✓ The Facilitator's Role in Teaching Youth ✓ Effective Methods and Settings ✓ Stimulating active learning	Coordinator:
Assessments	<ul style="list-style-type: none"> Participation 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Shared Learning: Position mentorship	Dates & Location
Course Code	WBT 16	TO BE DETERMINED UPON COMPLETION OF MODULES
Prerequisites	None	
Duration	10 contact hours	
Overview	This process will require that the participant be paired with a trained and experienced leader, to be arranged by the District Commissioner. The participant will be required to participate in a range of activities with the assigned leader.	
Objectives	Upon Completion of this course, learners have had practical understanding of their role and the requirements of leadership in scouting	Cost: NIL
Module Outline	Participants will observe and discuss with mentor, the planning and executing of the following activities: <ul style="list-style-type: none"> ✓ A Group Council (parents) meeting ✓ Overnight camp ✓ Youth Training activity ✓ Youth programme activity ✓ Court of honour 	Coordinator:
Assessments	<ul style="list-style-type: none"> • Mentor to certify completion 	<i>Registration deadlines are 2 weeks prior to start of programme (unless otherwise stated)</i>

Module Description

Module Title	Leadership Practicum	Dates & Location
Course Code	WBT 17	TO BE DETERMINED UPON COMPLETION OF MODULES
Prerequisites	None	
Duration	Minimum of 3 months, maximum of 6 months	
Overview	<p>This module is designed to enable the participants to demonstrate their overall knowledge and competence as an adult leader.</p> <p>The Practicum Module is a vital means of gaining relevant, practical experience. It is an integration of learnings of the modules comprising the programme into a practical, working document. It should demonstrate the interconnections between 'theory' and 'practice' and translate that into functional practice.</p>	
Objectives	<ul style="list-style-type: none"> Analyse the issues using a structured approach develop and implement innovative and practical responses/solutions Synthesize and apply concepts learned throughout the programme 	Cost: NIL
Module Outline	<ul style="list-style-type: none"> Participate in a report writing seminar Participants will select, after discussion with the programme coordinator, a project for completion within the agreed timeframe. Projects must include at least five elements of the training programme. Participants will submit: <ul style="list-style-type: none"> A project proposal prior to project start outlining the following: <ul style="list-style-type: none"> ✓ Objective ✓ Elements to be included ✓ Project timelines ✓ Resources Required A status report at the midpoint of the project A final report 	Coordinator:
Assessments	<ul style="list-style-type: none"> The final practicum report / presentation will be assessed as follows: <ul style="list-style-type: none"> Demonstration of understanding of the concepts involved in the chosen areas. Report formatting Report Format <ul style="list-style-type: none"> The following sequence for the arrangement of the text is recommended: <ul style="list-style-type: none"> ✓ Title Page ✓ Acknowledgements (if any) ✓ Table of Contents (including appendices) ✓ List of figures, tables, charts, illustrations etc. ✓ Preface ✓ Background or Introduction ✓ Statement of Problem or Opportunity ✓ Conceptual issues ✓ Description of Intervention ✓ Analysis of Intervention ✓ Findings ✓ Conclusion: 	



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