



ADULT TRAINING BULLETIN

Winter 2008

Issue 4

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Where does the time go?

This year seems to have flown by; it hardly seems like yesterday that we were planning our summer camps and events and now we are starting to think about the winter, Christmas and next year's programmes.

I hope that when you are planning your programmes in your Sections and Groups you do not forget to take account of the training course dates in order that Learners can attend the modules they need without missing important Group and District events. Don't plan your summer camp on the same weekend as the Module 16 course that your Assistant Leader needs to attend.

To help you with your planning we have prepared the training calendar through to March 2010 and you will find details elsewhere in this bulletin. Indeed such is the demand for training premises and camp sites that we have already had to provisionally book the residential venues for 2010!

Why not try a weekend experience?

The weekend residential courses covering 6 modules each con-



tinue to be popular. There is a lot more time for participants to get

I hope that those of you that have completed some training modules during the last twelve months have found the experience worthwhile. We are always keen to receive feedback from participants—so please feel free to let me have your thoughts on the training you have received and any ideas that you might have on how the provision of training in the County could be improved.

Training in the County could not happen without the hard work of a lot of people—Local Training Managers, Trainers, Tutors and Training Advisers. A really big thank you to you all. Keep up the good work.

All the training team hope that you have had a really good summer - despite the slightly damp weather— and wish you a really happy Christmas and good Scouting over the next twelve months.

John Day
 DCC (Adult Support)

to know each other and to share experiences and, perhaps most importantly, to have FUN.

There are two weekend courses planned for 2009—why not give it a try—enjoyment guaranteed!

Elsewhere in this issue:

The new Appointments Process
 Details of courses for 2009/2010

The New Appointment Process—an introduction

You will have read in *Scouting* magazine about the changes that are being made to the Adult Appointment Process. The new scheme commenced on 6 October but will be gradually implemented over the next twelve months.

Why is the current system being changed?

The new process is designed to be:

- More welcoming and supportive
- Ensure adequate checks are made without being threatening
- Ensure the process is simpler and easier to understand
- Enable the use of electronic CRB when it is available
- Treat all adult appointments equally.

The new arrangements have been thoroughly field tested by a number of counties, including Warwickshire and Coventry in our region.

The Stages of Appointment

All appointments pass through four defined stages:

- **Application:** where a line manager agrees to support an adult applying for an appointment;
- **Approval:** where independent checking concludes that this person is suitable for an appointment and includes agreement from the relevant body, CRB/DS/ANI clearance, Scout Association internal clearance and (where appropriate) two references;
- **Appointment:** where the relevant Commissioner or body makes the appointment; and
- **Induction:** where the line manager ensures that the adult receives a high quality induction.

The Appointments Advisory Committee

This new committee replaces the former Appointments Sub-Committee and three members of a panel of members will interview new applicants in order to determine their appropriateness for an appointment. In order that there is a consistent and non-threatening approach to interviews all members of the Appointments Advisory Committees in the county will have to undertake some training—a new module—Module 37.

The County Training Steering Group is discussing

with District Commissioners how this training can best be delivered and validated.

Welcome Pack and Induction

Each applicant will receive on provisional appointment direct from Headquarters, a high quality Welcome Pack that will be tailored to some extent (for example some information is relevant to trustees and other information is relevant to those working directly with young people). The Welcome Pack will help to start the induction process and will provide important initial information. Support material will be provided to assist Groups and Counties/Areas/Regions (Scotland) in producing their own induction material in the same style as the Welcome Pack from Headquarters.

Information about the scheme can be found on www.scouts.org.uk/appointment where you will also find a proforma guide to the preparation of an induction pack for new appointees in your Group.

Induction

The importance of induction cannot be over emphasized. So many people are recruited into Scouting and then not provided with an appropriate level of induction and support and as a consequence many of them leave after a few months thoroughly disillusioned.

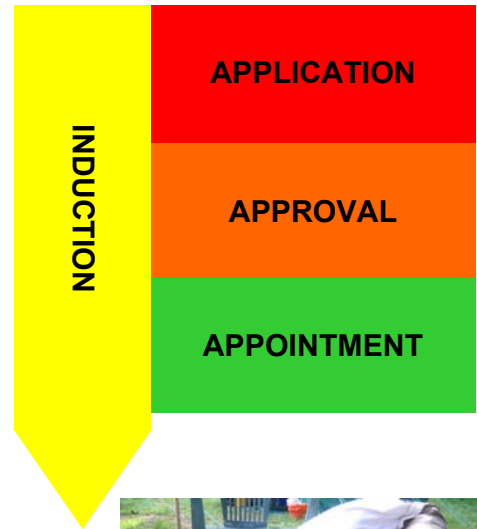
We must all try to make sure that adults new to Scouting are properly supported in the early months of their Scouting careers. We can do this by welcoming them into our Groups in a positive manner; by introducing them to colleagues; by ensuring that we have reached a clear mutual understanding of what they will be doing and what we will be doing for them; by ensuring that they receive the training they need to do the job they have agreed to undertake.

Don't forget that this process is just as important for non-leadership roles as it is for Leaders. Your Executive Committee members and your Quartermaster, for example, need to understand what their role is and what is expected of them just as much as the new Assistant Section Leader.

We all have a role to play in making this happen. Whilst it continues to be the Group Scout Leader's responsibility to manage the process in a Group, it is incumbent on everyone to play their part. The provision of support to others requires a team effort.

This diagram illustrates that induction is an on-going process that commences at day one and that it continues throughout the appointments process and beyond.

Let's all make a supreme effort and ensure that the Scouts in Hereford and Worcester are able to enjoy high quality Scouting provided by well trained and well supported adult teams in our Groups and Districts.



APPLICATION CLOSING DATES

Please try to make applications prior to the closing dates.

The closing date for courses, except the modular weekends, is three weeks prior to the date of the course.

FOR THE MODULAR WEEKENDS AT BLACKWELL COURT THE CLOSING DATE IS TWELVE WEEKS PRIOR TO THE DATE OF THE COURSE.

This is to ensure that we do not incur cancellation charges should there be insufficient applications.



NON-ATTENDANCE

In the last twelve months there has been an increase in the number of applicants who have failed to attend courses for which they have been allocated places. Not only does this sometimes prevent another Learner attending but it also causes the Course Director real problems.

The issue is particularly critical for the Module 16 Nights Away courses where last minute cancellations can result in tutor groups becoming unviable.

We accept that on occasions illness can prevent learners attending but on many occasions the reasons for non-attendance have been spurious.

If this trend continues we may have to introduce a non-returnable deposit for the residential courses.



TRAINING ADVISERS

The work of a Training Adviser is crucial to the success of our training scheme. The work can be very rewarding. Although we have nearly 100 Training Advisers in the County we do need more. If you feel you could perform this important role please contact your Local Training Manager who will be pleased to discuss the role in more detail.

NIGHTS AWAY PERMITS

Applicants for the Module 16 (Nights Away) courses should note that attendance on the course does **NOT** lead automatically to the issue of a Nights Away Permit. These are administered by the Nights Away Advisers in each District, from whom further details may be obtained.

PROGRAMME OF COURSES JANUARY 2009 – MARCH 2010

Date	Mod	Title	Time	Venue
25 January 2009 ***	21	Growing the Movement (Managers)	day	PYPLC
	22	Section Support		
22 February 2009 ***	5	Fundamental Values of Scouting	day	PYPLC
	8	Skills of Leadership		
	9	Working with Adults		
8 March 2009	36	Special Needs	a.m.	PYPLC
12 July 2009	7	Valuing Diversity	a.m.	PYPLC
	15	Challenging Behaviour	p.m.	PYPLC
20 September 2009	13	Growing the Movement (Section Leaders)	a.m.	PYPLC
	14	Young People Today	p.m.	PYPLC
26 September 2009	12	Providing a Balanced Programme	day	PYPLC
27 September 2009	11	Administration (Section Leaders)	p.m.	PYPLC
	20	Administration (Managers)		
4 October 2009	25	Assessing Learning	day	PYPLC
22 October 2009	23	Safety for Managers	eve.	PYPLC
25 October 2009	17	Activities Outdoors	a.m.	PYPLC
	18	Practical Skills	p.m.	PYPLC
1 November 2009	24	Managing Adults	day	PYPLC
	26	Supporting Adults		
24 November 2009	19	International	eve.	PYPLC
17 January 2010 ***	21	Growing the Movement (Managers)	day	PYPLC
	22	Section Support		
28 March 2010	36	Special Needs	a.m.	PYPLC

*** On these multi-module days attendance at the whole day is essential
because the programme will integrate the modules

NIGHTS AWAY COURSES

Date	Mod	Title	Time	Venue
10 May 2009 12,13,14 June 2009	16	Nights Away (All Sections)	day	Blackwell Court Kinver
			w/e	
7 June 2009 26,27,28 June 2009	16	Nights Away (All Sections)	day	Blackwell Court Kinver
			w/e	

MODULAR WEEKENDS

Date	Mod	Title	Time	Venue
13,14,15 March 2009 Residential Weekend SECTION LEADERS	5	Fundamentals	w/e	Blackwell Court
	7	Valuing Diversity		
	8	Skills of Leadership		
	9	Working with Adults		
	12	Balanced Programme		
	15	Challenging Behaviour		
15,16,17 May 2009 Residential Weekend SECTION LEADERS	11	Administration (Section Leaders)	w/e	Blackwell Court
	13	Growing the Movement (Sect. Leaders)		
	14	Young People Today		
	17	Activities Outdoors		
	18	Practical Skills		
	19	International		

PYPLC—Perdiswell Young Peoples Leisure Club, Droitwich Road, Worcester