

Leader Trainer/Assistant Leader Trainer

RESPONSIBILITIES OF LEADER TRAINER/ASSISTANT LEADER TRAINER

1. PRIMARY RESPONSIBILITIES

- To act as a member of the International/National Training Team to plan, develop and implement a scheme of Adult Training and Development, in accordance with the policies of the World Bureau, the Asia-Pacific Region and the Scout Association of Australia.
- To support, motivate and train Adult Leaders.

2. ACCOUNTABLE TO:

- Assistant Region Commissioner (Adult Training and Development) for administration of training and development within the Region.
- Branch Commissioner for Adult Training and Development for the coordination of training and development within the Branch.
- National Commissioner for Adult Training and Development for the implementation of the Adult training and development scheme within Australia.

3. PERSONAL REQUIREMENTS AND APPOINTMENT CRITERIA

For Assistant Leader Trainer: Completed Year 12 level of education or equivalent.

- Knowledge of adult learning principles.
- Hold a Wood Badge in a relevant area.
- Have recent experience in the section/Group.
- Completed Training of Trainers Level 1.
- Completed an Assessors course.
- Assisted as a Training Helper on courses/seminars for a minimum of two years.
- A minimum of five years Scouting experience.
- Able and willing to work as a member of a team.

- Possess initiative and administrative ability commensurate with that required to organise and deliver training programs.
- Able to lead or assist on courses for six weekends or equivalent each year.

For Leader Trainer:

In addition to the above:

- Successfully held the appointment of Assistant Leader Trainer for at least two years.
- Demonstrates competence to deliver advance training programs, the Training of Trainers program and Assessor training.
- Completed Training of Trainers Level 2.

4. FUNCTIONS

- To lead or assist with training courses for Adults in the Leader of Youth Development Program, Leader of Adults Development Program or Elective Modules as requested.
- To assist in the preparation and updating of training course material/modules as required by the National Training Committee.
- To assist in the review, modification and preparation of training manuals as required by the National Training Committee.
- To evaluate the effectiveness of existing training programs and methods and to effectively meet participants needs as Leaders of Adults or Leaders of Youth.
- To evaluate own performance as a trainer.
- To seek further training techniques and methods applicable to the Scout Association and recommend innovations.
- To provide an example in adherence to the Fundamentals, Principles and Values of the Association.
- To maintain the Association policies.
- To maintain a working knowledge of current Sectional and Adults in Scouting philosophies and administrative practices in the Association.

- To promote attendance at Training courses and seminars at all opportunities.
- To seek out and recommend Leaders for potential appointment as Trainers or helpers.
- To support District and Region staff in training matters.
- To carry out an ongoing personal development program in the area of Adult Education and Training.
- To attend Training Team meetings, conferences and seminars to further develop knowledge, skills and attitudes.
- To attend formal training opportunities, such as Course for Leader Trainers or Elective modules.
- To perform such other duties as may be requested by the National Commissioner for Adult Training and Development, particularly with respect to the assistance of Scouting in other Scouting countries in the Asia-Pacific Region.

The above statement is based on the Duty Statement issued by the National Commissioner for Adult Training and Development in November 1998 and Policy and Rules 1996.