



Scouts
NSW

**Prerequisites and Information
for Adult Training and Development**

COURSE INFORMATION

Applying for Courses

1. Ensure you have completed any prerequisite training. **All prerequisites inclusive of e-Learning must be met prior to the closing date and application submission.**
2. Review the course dates and locations and select two or three dates that would be appropriate for you to attend a course. Please indicate whether you want to complete basic or advanced training and the section that you would like to be trained in. **Please note that the closing date for each course is 6 weeks before the course is scheduled to run.**
3. Put forward an expression of interest by completing an L1 “Training Course Application” form (available at <https://www.nsw.scouts.com.au/member-services/state-forms/>) and attach a cheque or complete the credit card details. Make cheques payable to “Scouts Australia”. **Please note that all applications forms need to be sent to the NSW State Office.**
4. Send application form and payment to the NSW State office by the closing date. All application forms should be sent to training@nsw.scouts.com.au

Please note:

- Applications will not be accepted if received after the closing date or without payment.
- All costs listed are for Scout members only.
- Courses are limited to 30 participants and will only run with a minimum of 8 participants.

Course Fees

Adventurous Activities e.g. Basic Outdoor Skills	\$65
Basic Training (Rover Scout)	\$70
Basic Training (all other sections)	\$150
Advanced Training	\$210

Withdrawals

Notification of withdrawal from a course must be made to the office handling applications for that course. The NSW Training Refund Policy is as follows;

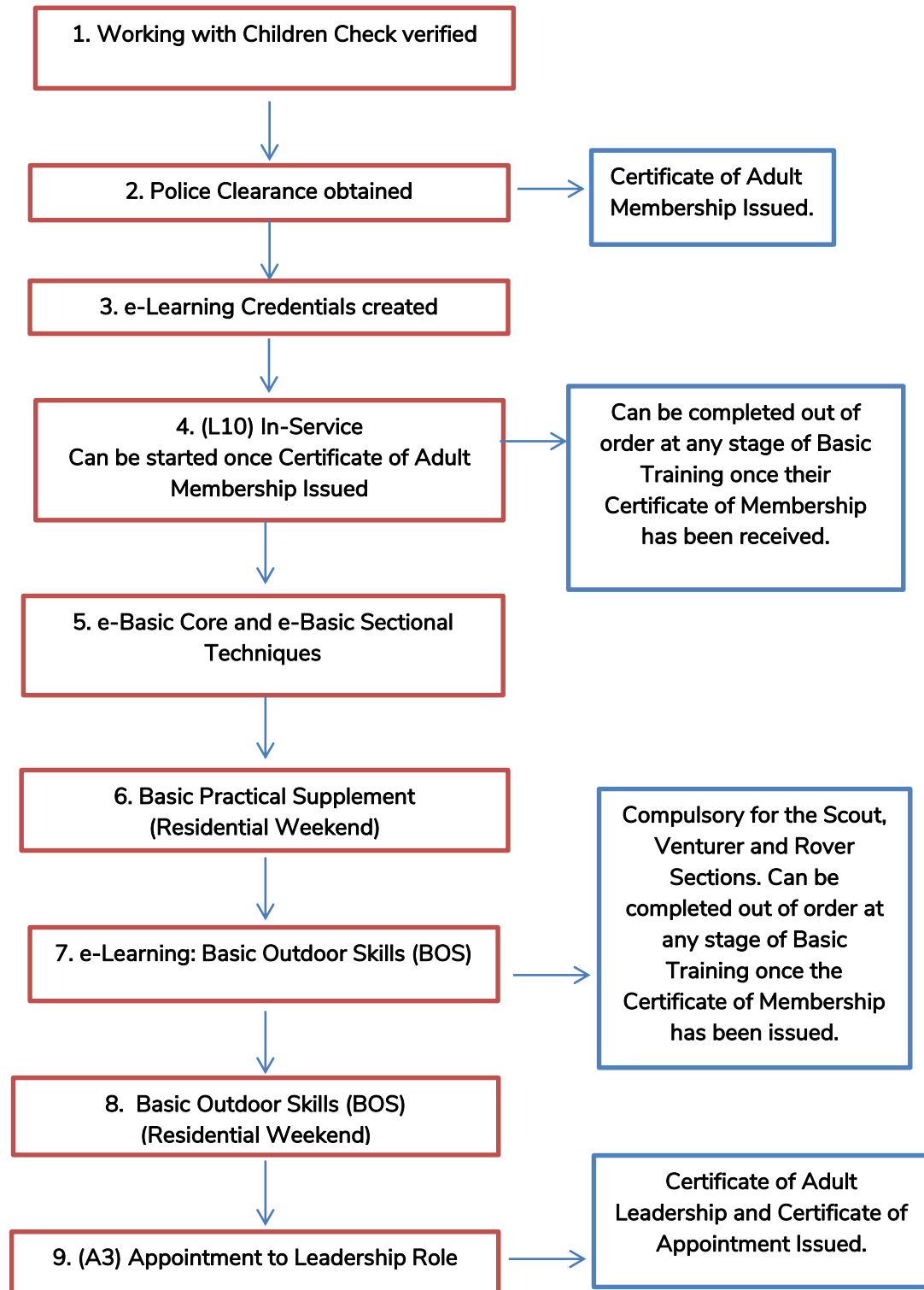
Withdrawal before the Closing Date	Full Refund
Withdrawal more than 5 days before the course	Full refund less \$20 administration charge
Withdrawal less than 5 days before the course	No Refund
Exceptional circumstances will be considered by the State Commissioner, Adult Training and Development	

BASIC TRAINING

Adult Leaders

LEADER APPOINTMENT AND TRAINING REQUIREMENTS BASIC TRAINING FOR LEADER OF YOUTH/ADULT

To be completed within 12 Months of Issue of Certificate of Adult Membership



Introductory Interview

Introductory Interviews are run locally by each Region. They may be run for a group of new Leaders or individually depending on the needs at the time. To find out where and when Introductory Interviews are run in your Region, contact your Region Office.

In-Service Training

The L10 'In-Service Training Completion Report' indicates the tasks required to complete your In-Service training. (Also referred to as "On-the Job Training" on the e-Learning site.) It is available at www.nsw.scouts.com.au with the State Forms.

Where you go to complete your In-Service training should have been arranged at your Introductory Interview. If not, please contact your Personal Leader Advisor or your Regional Office.

e-Learning Basic Sectional Techniques

As part of the Introductory Interview you will be asked to sign an A1 form for your working with children check. You will be logged onto the e-Learning site and notified via e-mail. Please ensure you provide the correct e-mail address when completing paperwork at your Introductory Interview.

You can work through the e-Learning modules at your own pace. If you are completing the Training online, our system will log your progress. If you have requested the offline support, please send us the module name and date completed so that we can manually update the system. Please make sure that you complete both the Core and the modules of the Section you applied for.

It is to be noted that for current leaders wanting to change section and or appointment that the Basic Outdoor Skills (eLearning & Residential course or Recognition of Proficiency (ROP) must be completed for all sections excluding Leader of Adults.

e-Basic Core

e-Basic Core consists of the following sixteen modules:

How Scouting Began	Personal Skills Development
The Scout Method	WHS and Scouting
The USP of Scouting	Plan, Do, Review
Basic Leadership	Elementary Navigation
Child Safe Scouting	Youth Leading, Adult Supporting
Introduction to the Patrol System	Educational Objectives & SPICES
Intro to Basic Leadership Training	Spiritual Development in Scouting
Basic ScoutSafe	Basic Scouting Fundamentals

e-Basic Sectional Techniques

e-Basic Sectional Techniques refer to the Section-specific e-Learning you need to complete prior to attending your Basic Practical Supplement Residential Weekend. With the exception of the “Leader of Adults” Section, which has only a single module, there are four modules to complete for your chosen Section:

- Basic Sectional Knowledge
- Basic Programming
- Basic Organisational Management
- Basic Outdoors and the Environment

Basic Outdoor Skills (BOS)

It is a prerequisite of The Basic Outdoor Skills course, that the e-Learning Basic Outdoor Skills be fully completed.

- Demonstrate Navigation Skills in a Controlled Environment (Theory)
- Equipment for Lightweight Activities (Theory)
- Minimal Environmental Impact Practices
- Responding to Emergencies
- Operate Communication Systems and Equipment (Theory)
- Demonstrate bushwalking skills in a controlled environment (Theory)
- Interpreting Weather
- Use and Maintain a Temporary or Overnight Site (Theory)
- Plan and Guide Outdoor Activities
- Group Facilitation

Basic Outdoor Skills (BOS) Residential

The following options are available to demonstrate your competence in Basic Outdoor Skills:

- Attend the Basic Outdoor Skills (Residential) or,
- Completion of the Level 1 Recognition of Proficiency workbook (ROP) and eLearning Basic Outdoor Skills which can be located on the web link <https://www.nsw.scouts.com.au/about/adult-support/leaders/leader-training/>

Basic Outdoor Skills (BOS) Residential Course

This course is a self-catering course and leaders will need to bring their own hike (light weight) tent.

The Basic Practical Supplement (BPS) Weekend

Referred to as Basic e-Learning Hands-on Supplement on the e-Learning site.

After completing the two milestones e-Basic Core and e-Basic Sectional Techniques from the e-Learning, Leaders are expected to attend a residential Basic Practical Supplement weekend. You must have completed your e-Learning Basic Core & e-Learning Basic Sectional Techniques **PRIOR TO THE CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Send your application to the State Office, contact details can be found on page 4.

Applications close 6 weeks prior to the course.

Activity Leaders

To be appointed as an Activity Leader as your primary appointment, you must complete the e-Learning e-Basic Core, Venturers e-Learning modules, Basic Practical Supplement Venturers, e-Learning Basic Outdoor Skills (BOS), Basic Outdoor Skills (BOS) Residential course and L10 Activity Leader In-Service.

Residential Weekend Dates

The prerequisites for attending a Basic Practical Supplement Residential Weekend course is to have completed their Introductory Interview and the two milestones e-Basic Core and e-Basic Sectional Techniques from the e-Learning.

Joey Scout Basic Practical Supplement

You must have completed your e-Learning Basic Core & e-Basic Sectional Techniques **PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Cub Scout Basic Practical Supplement

You must have completed your e-Learning Basic Core & e-Basic Sectional Techniques **PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Scout Basic Practical Supplement

You must have completed your e-Learning Basic Core & e-Basic Sectional Techniques **PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Venturer Scout Basic Practical Supplement

You must have completed your e-Learning Basic Core & e-Basic Sectional **Techniques PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Rover Basic Practical Supplement

You must have completed your Introductory Interview, e-Learning – Introduction to Rovers, e-Learning Basic Core & e-Basic Sectional Techniques **PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

The Rover Basic Practical Supplement course is a non-residential and self-catering course. Regions are to schedule these courses on a needs basis. An L3 Course Application Form needs to be submitted, which will need to be authorised by the State Commissioner for Adult Training and Development. The cost of this course will be \$70. Please be aware that catering is supplied but not included in this price. The catering cost will be advised in the course acceptance letter. Additional prerequisites include e-Learning - Introduction to Rovers.

Leader of Adults Basic Practical Supplement

You must have completed your e-Learning Basic Core & e-Basic Sectional Techniques LOA **PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Activity Leaders Basic Practical Supplement

You must have completed your e-Learning Basic Core, e-Basic Sectional Techniques Venturers or Scouts **PRIOR TO CLOSING DATE AND APPLICATION SUBMISSION** to be eligible to attend.

Please note that this course is ideally aimed for Air Base and Water Base Leaders, but other Activity Leaders are able to attend.

Basic Outdoor Skills (BOS) Residential Course

You must complete the eLearning Basic Outdoor Skills (BOS) **BEFORE APPLYING FOR THIS COURSE.**

This course is self-catered, camping overnight and BYO tent.

Scouting Skill - Bushwalking Level 2

Please ensure that you have completed the prerequisites eLearning Basic Outdoor Skills (BOS) and the Basic Outdoor Skills (BOS) residential course / SIS10 Bushwalking Level 1 course **BEFORE APPLYING FOR THIS COURSE.**

This course is for advanced navigation off-track, self-catered, camping overnight including river crossing and BYO tent.

Scouting Skills - Canoeing and Kayaking Level 1 and 2

You must complete the eLearning Basic Outdoor Skills (BOS) and the Basic Outdoor Skills (BOS) Residential course / SIS10 Bushwalking Level 1 **BEFORE APPLYING FOR THIS COURSE.**

This course is a self-catered course, camping overnight and BYO tent.

Scouting Skills - Abseiling Level 1 & 2

You must complete the eLearning Basic Outdoor Skills (BOS) and the Basic Outdoor Skills (BOS) Residential course / SIS10 Bushwalking Level 1 **BEFORE APPLYING FOR THIS COURSE.**

This course is a self-catered course, camping overnight and BYO tent.

Scouting Skills – Caving Level 1

You must complete the eLearning Basic Outdoor Skills (BOS), the Basic Outdoor Skills (BOS) Residential course / SIS10 Bushwalking Level1 and the Abseiling Level 1 Qualification **BEFORE APPLYING FOR THIS COURSE.**

Scouting Skills – Caving Guide

You must complete the eLearning Basic Outdoor Skills (BOS), the Basic Outdoor Skills (BOS) Residential course / SIS10 Bushwalking Level1, Caving Level 1 & Abseiling Level 2 Qualification **BEFORE APPLYING FOR THIS COURSE.**

Scouting Skills – Cycling Level 1 & 2 and Mountain Biking Level 1 & 2

You must complete the eLearning Basic Outdoor Skills (BOS) and the Basic Outdoor Skills (BOS) Residential course / SIS10 Bushwalking Level 1 **BEFORE APPLYING FOR THIS COURSE.**
This course is a self-catered course, camping overnight and BYO tent.

Presenting Skills Set Course / Assessor Skills Set Course

Are available upon demand. Please contact your Regional Commissioner – Adult Training & Development regarding this.

Common Core A & B1 Workshop

You must complete the eLearning Basic Outdoor Skills (BOS) **BEFORE APPLYING FOR THIS COURSE.**

This workshop will go through core units for the Certificate III in Outdoor Recreation that are compulsory. Please do note that the participant will require to go away from the workshop to collect and run the activity and to return the workbooks to either the Course Leader or to State Office for processing.

Scouting Skills – Other Activity Skills

You must complete the eLearning Basic Outdoor Skills (BOS) and the Basic Outdoor Skills (BOS) Residential course / SIS10 Bushwalking Level 1 **BEFORE APPLYING FOR THIS COURSE.**

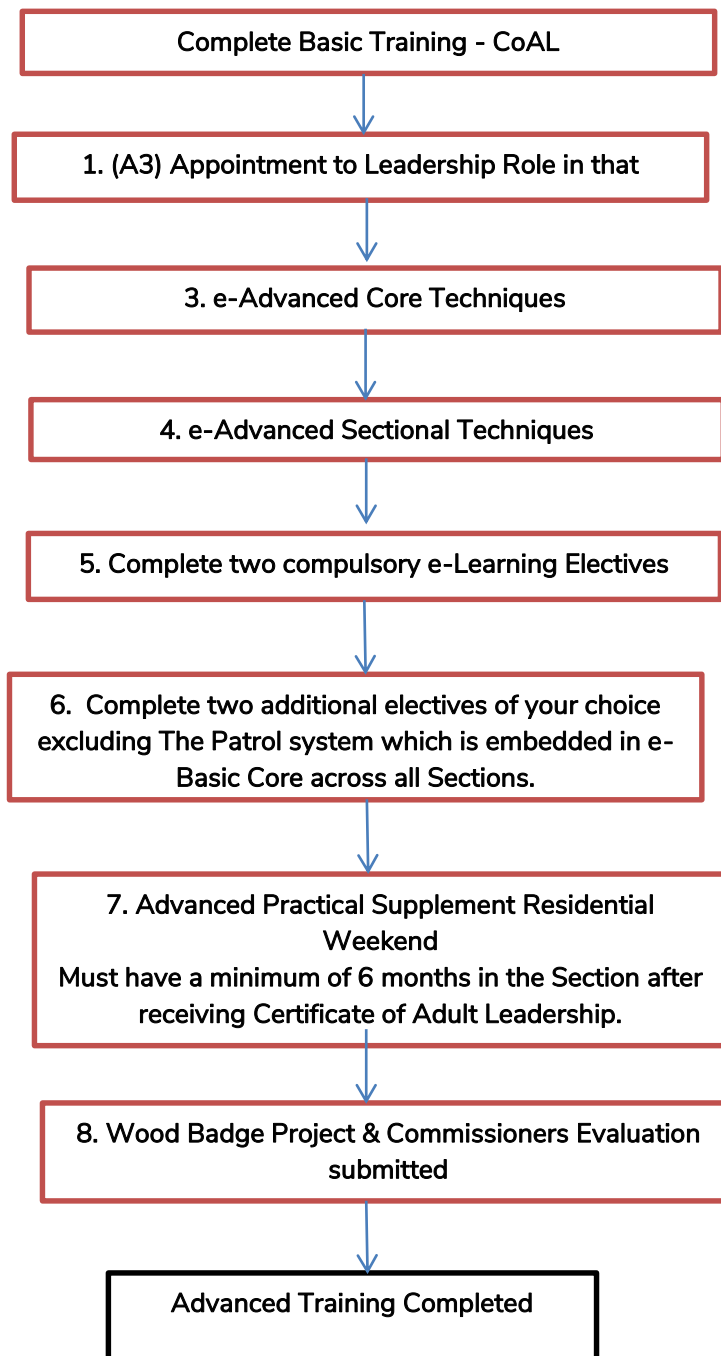
Are available upon demand. Please contact your Regional Commissioner – Adult Training & Development regarding this.

ADVANCED TRAINING

LEADER APPOINTMENT AND TRAINING REQUIREMENTS

ADVANCED TRAINING FOR LEADER OF YOUTH/ADULT

To be completed within 3 years of issue of Certificate of Adult Membership



Advanced Training is offered to leaders who have completed their Basic Training and have been awarded their Certificate of Adult Leadership. You will need to access the e-Learning site via Scout Central and you will be notified via e-mail of your login details. Please ensure you provided the correct e-mail address when completing any paperwork.

You can work through the e-Learning modules at your own pace. If you are completing the Training online, our system will log your progress. If you have requested the offline support, please send us the module name and date completed so that we can manually update the system. Please make sure that you complete both Common Core and the Sectional Techniques modules of the Section you applied for.

e-Advanced Common Core(Youth)

e-Advanced Common Core Youth consists of the following modules:

- Intro to Advanced Leadership Training
- Advanced Scouting Fundamentals
- Advanced Personal Skill Development
- Programming for Personal Growth
- Advanced ScoutSafe
- World Scouting & Cultural Diversity (compulsory elective)
- Growing Your Group (compulsory elective)

e-Advanced Common Core(LOA)

e-Advanced Common Core LOA consists of the following modules:

- Intro to Advanced Leadership Training
- Advanced Personal Skill Development
- Programming for Personal Growth
- Advanced ScoutSafe
- World Scouting & Cultural Diversity (compulsory elective)
- Growing Your Group (compulsory elective)

e-Advanced Sectional Techniques (Leader of Youth)

e-Advanced Sectional Techniques (Leader of Youth) consist of the following modules:

- Advanced Organisational Knowledge

e-Advanced Sectional Techniques (Leader of Adults)

e-Advanced Sectional Techniques (Leader of Adults) consist of the following modules:

- The Fundamentals of Scouting & the Leader of Adults Role
- Advanced Leader of Adults
- Educational Methods of Scouting

e-Learning Electives

Leaders in all sections are also required to complete any two e-Learning electives that have not already been covered by Basic or Advanced e-Learning (this excludes The Patrol System which is embedded in e-Basic Core across all Sections and the two compulsory electives eWorld & eGrow).

Advanced Practical Supplement

You must have completed your Basic Training, e-Advanced Core, e-Advanced Sectional Techniques (either Leader of Youth or Leader of Adults), 2 additional e-Learning electives and hold a current appointment in the relevant section prior to completing this course for a minimum of 6 months before completing an advanced residential course.

Wood Badge Project & Commissioners Evaluation

The Wood Badge Project will be set and explained at your Advanced Practical Supplement course.

The Commissioners Evaluation is a local evaluation completed over a four-month period and looks at the way you are applying what you have learnt in your everyday scouting activities.

Frequently Asked Questions

What are Scouting's expectations around time commitment for new Leaders?

It averages out at 1 to 2 hours per week, plus planning, plus training, plus any weekend activities your Group does. Being a section Leader is a regular and ongoing commitment but should be flexible to meet your needs too. Your Section Leader and Group Leader can give you more of an idea of commitment levels.

Behaviour management: what am I expected to deal with? How can I get help if I need it?

Your Scout Leader Training covers you for some of the basics, including characteristics of the age group, strategies for dealing with behavioural issues, and conflict resolution. You may experience situations outside of this, and that's okay; there are so many variables and possible situations, we cannot cover everything in training.

If you end up needing more support, ideas, guidance or resources, your Group Leader is your first contact point. Alternatively, contact your Region Office to get in touch with Member Support, or the Special Needs group in Scouting. These teams can provide you with support and point you in the direction of more expert guidance.

What's a Police Clearance for and how long does it take?

All adult members of Scouts NSW agree to a Police Clearance. This is a check for any pre-existing Police record and helps Scouts NSW screen prospective members. You are encouraged to advise Scouts NSW of any record when you apply for membership. Having a police record is not an automatic block to membership, however certain types of offences could mean membership is unlikely to be granted. This could also mean a follow up confidential conversation with a Scouts NSW representative to give context around a record before membership is granted.

Generally, a Police Clearance can take 3 to 6 weeks. This occurs as they are submitted in batches to NSW Police, so it often depends on how long it takes to get a batch together before submitting.

When do I get my eLearning log in?

Once your membership is cleared you'll be emailed a welcome letter, which includes your eLearning log in. If you are concerned it's not come through, please contact Scouts NSW on training@nsw.scouts.com.au to have it checked.

Leader Appointment Matrix

	Basic sectional Training	Basic LOA Training	Advanced Section Training	Advanced LOA Training	(Any) Wood Badge
Group Leader	Recommended	Mandatory	Recommended	Mandatory	within 3 years
Assistant Section Leader	Mandatory	Not Required	Mandatory	Not Required	within 3 years
Section Leader	Mandatory	Not Required	Mandatory	Not Required	within 3 years
District Leader	Mandatory	Mandatory	Mandatory	Recommended	Mandatory
District Commissioner	Recommended	Mandatory	Not Required	Mandatory	Mandatory
Region Leader	Mandatory	Recommended	Recommended	Recommended	within 3 years
Activity Leader	Mandatory	Not Required	Mandatory	Not Required	within 3 years
State Leader	Mandatory	Mandatory	Recommended	Recommended	within 3 years
Region Commissioner (sectional)	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory
Region Commissioner	Recommended	Mandatory	Recommended	Mandatory	Mandatory
Assistant State Commissioner	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory
State Commissioner	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory
DCC	Recommended	Mandatory	Recommended	Mandatory	Mandatory

FURTHER OPPORTUNITIES

Train the Trainers Programme

Scouting prides itself on delivering high quality training to its members across a variety of areas. To achieve this goal, Scouts NSW has an ongoing process of training, development, mentoring and succession planning in its Leader Training and Adventurous Activities Training teams. The following courses are a pathway for interested Leaders and Rovers to gain a better understanding of Scouts training processes, access mentoring, and gain experience through new ideas, tips, and techniques for improving delivery of Training to others. You may already be presenting content on training courses, delivering adventurous activities at Guide/Instructor level, training in your workplace, or just have a deep interest in the value of training.

Note! Places on these courses are limited. Unlike most Scout Training courses, applications are being taken by expression of interest, with confirmation of attendance given by email no less than 3 weeks out from the course. Where applicants are unsuccessful for a place, this will be used to determine demand for a second course later in the year.

Electives

The following electives are available via e-Learning. Modules are added regularly, so make sure you log in every other month to see whether anything has been added.

- Anger Management
- Assertiveness
- Behaviour Management
- Bullying
- Communication
- Delegating
- Educational Methods of Scouting
- Effective Group Management
- Effective Scout Group Committees
- Empowerment
- Growing Your Group
- How to be a Scout Group Chairman
- How to be a Scout Group Treasurer
- Introduction to Rovers
- Managing Conflict
- Negotiation
- Relationship Skills

Some modules not suitable for e-Learning; please contact your Regional Commissioner Adult Training and Development regarding the feasibility of running one in your Region.

- Basic Map and Compass
- Camp Cooking
- Campfire Leader
- Coaching
- Creativity for Joey Scouts
- Dealing with Trauma
- Handcraft
- Health Issues
- Pioneering
- Self Esteem
- Spirituality for Rovers
- Supporting Others
- Working with Associate Venturer Scouts
- Special Need