

Training Advisers

A Managers Guide

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Introduction

This guide is aimed at helping Managers to understand the role of a Training Adviser (TA) and how to work alongside them in supporting all adults who are undertaking training for their role.

- Training Advisers perform a crucial role in supporting new adults in scouting and those changing role, through the training scheme and up to the award of a woodbadge appropriate for the role they hold.
- Training Advisers are likely to hold another role within Scouting although this is not a requirement.
- Training Advisers offer support to new leaders in a number of ways depending on the training structure used in the geographic location the learner is based. The most frequent structures used are likely to be either one to one support, where the same TA supports a leader for the whole duration of their training journey or drop in sessions where TA's offer support to any leader who attends the session.

Key Principles

- The Adult Training Scheme includes flexible opportunities to learn through modules, e learning, work books and skills courses.
- Adults, only complete training appropriate to their role with the support of a Training Adviser.
- Adult Training is accessible to all and reasonable adjustments can be made in consultation with a Training Adviser.
- There are a number of ways to meet the objectives of the Adult Training Scheme. Training Advisers work with adults to agree on the most appropriate options available to them.
- Training Advisers will take account of prior learning, experience and existing knowledge when completing validation for a module.
- Attending a training course is not necessary as long as an adult can use their prior knowledge to validate the module.
- Training courses provide opportunities to meet others from different roles. This supports networking, knowledge of best practice and gaining experience.
- The scheme works at its best when line Managers and Training Advisers work together to support an adult through the process.
- The scheme is UK wide and all Training Advisers use the same validation criteria for each module.

What do Training Advisers Do?

A Training Adviser performs a number of tasks including:

- Meeting learners to explaining the Adult Training Scheme to them.
- Helping to create and agree a Personal Learning Plan with a learner.
- Providing support to the learner as required and reviewing their progress with them on a regular basis.
- Validating the training with the learner to ensure that they are able to put their learning in to practice within their role.
- Maintaining records and informing the Training Manager of the learner's progress.
- Recommending the award of the Wood Badge to the Training Manager.
- Working with the line manager to support the adult at every point through their training journey.

Manager and Supporters are supported through their training by dedicated Training Advisers who hold a Manager and Supporter Training Adviser role. The support they offer as a Training Adviser is the same as for any other role, they just have specialist knowledge on the Manager and Supporter training requirements. Not all Training Advisers can act as a TA for a Manager or Supporter. The County Training Manager will hold details of who holds this specific role.

Working Together

The link between the adult learner, line manager and a Training Adviser is key to the adult learner successfully completing their woodbadge within the required 3 year period. The encouragement and support that the line manager and Training Adviser offers can make the difference in ensuring that all learners are appropriately trained for their roles.

Training Advisers recognise the importance of communication during the period of time they are supporting an adult learner.



Adults in Scouting Model

The communication between a TA and Line Manager is key during the highlighted area of the 'adults in Scouting' model.

