

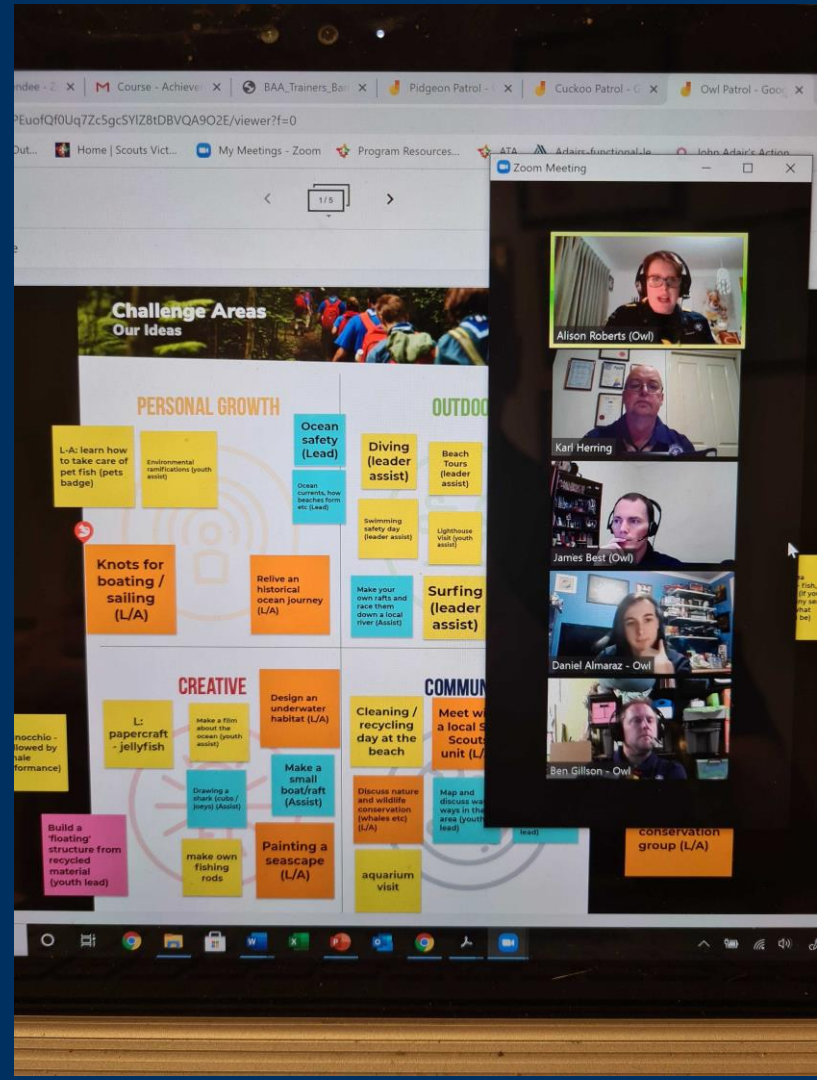
# Adult Training & Development

February 2023



# Today we will

- Quickly cover the latest changes
- Direct you to new resources that will help
- Dive into On The Job training



# If you only take away these things...

- Our training has changed to support the program
- Training Plans are the source of truth
- On The Job training is now verified online
- Leaders moving between roles now have different requirements – but there is help.
- Let's help Leaders get effective On The Job training



# **Our fit-for-purpose structure for On The Job training**



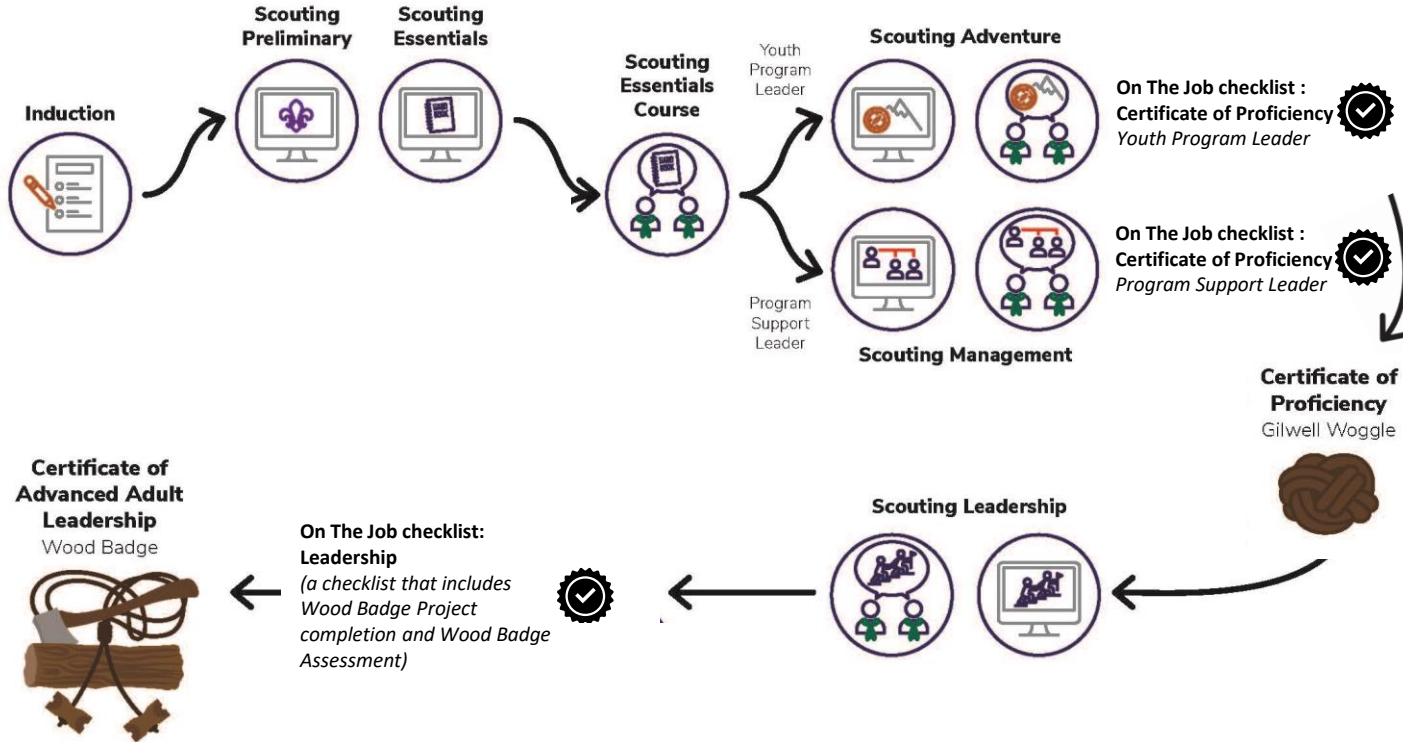
# Training Pathway



Face to Face Learning



Online Learning



Scouts VICTORIA

# Training plans are still the source of truth



## TRAINING PLAN: YOUTH PROGRAM LEADER (‘Leader of Youth’)

Name:		Membership Number:	
Group:		Training Mentor:	
The On-Demand Scouting Preliminary and Scouting Essentials modules and the On The Job <b>PLAN</b> > checklist must be completed before applying to attend the Scouting Essentials Course.		<b>Proposed completion date</b>	<b>Date Completed</b>
<b>Scouting</b>	Child Safe Scouting - SP CHILD		
	WHS and Scouting - SP WHS		
	I'm an Adult Leader- SP LEADER		



# **Verification of On The Job training is now online**



# The trainee accesses the On The Job training



## Scouts Australia Adult Training and Development

Welcome back!  
Tim



Curriculums ▾ Adult Training and Development Qualifications and SAIT Quick Links ▾ **On the Job Phases**

### On the Job Phases



Tim Silver

VIC VICSCOUT\_ASS1

Team Leader

**Lorna Blue**

Joey Scout Leader (VIC Sandpit Scout Group)

Next-level-up Team Leader

**Reg Bigfeller**

Region Commissioner (VIC Sandpit Region)

#### Need a manually selected Team Leader?

Team Leaders are normally derived from the organisation hierarchy, but sometimes there are reasons that a different Team Leader is better equipped to support your training.

Members with multiple appointments may also find that the wrong person has been selected as their Team Leader.



**Request Change of  
Team Leader**



**Request Change of  
Next-level-up  
Team Leader**





# The trainee completes and submits their checklist

## On the Job Training - Youth Program Leader

Status:



Submit for  
Verification



Send  
Reminder



The On The Job Training component of a Leaders' training journey is a tool that ensures that you have an understanding of the skills required for your Scouting role. The completion of this On The Job Training is a prerequisite for achieving the Certificate of Proficiency as a Youth Program Leader.

### Personal Development

0/3 - 1 Statements completed

In this section you will gain a clearer understanding of the your rights and responsibilities in the role as well as having an awareness of how to receive support, guidance and access to documentation to assist you.

### Organisational Structure

0/4 - 1 Statements completed

In this section you will grow your experience and understanding of the teams, formations, individuals and structure of the organisation which relate to your role.

### Communication & Documentation

0/5 - 1 Statements completed

In this section you will learn about a variety of information storage, collaboration, platforms and methodologies that will be used in your role.

### Program Support

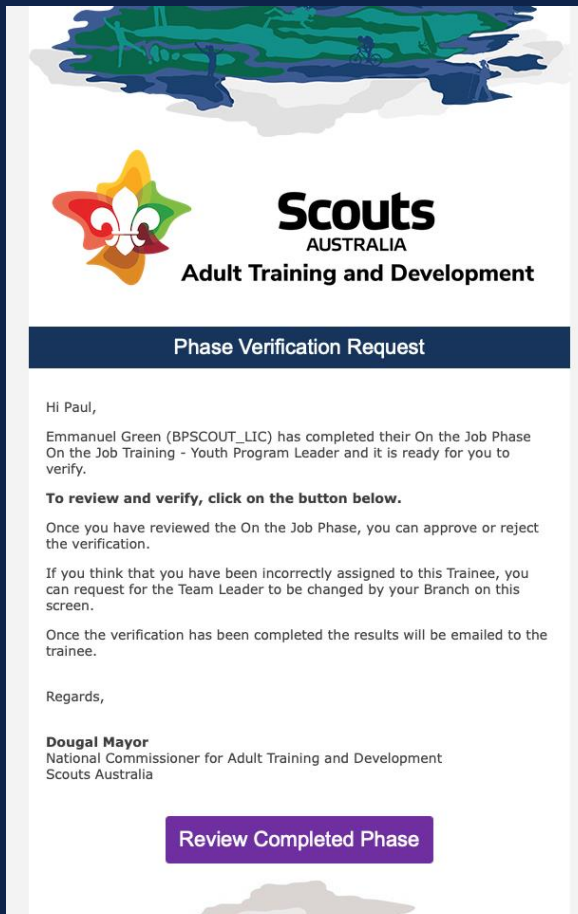
0/21 - 1 Statements completed

In this section you will gain an understanding of the scout method and how to use it to support Scouts in a variety of program elements.

### Unit Support

0/4 - 1 Statements completed

# The team leader receives an email and clicks through to the On Demand platform



# The team leader can approve, or reject with comments

Once approved, the checklist will appear on the trainee's Extranet record overnight

The screenshot shows the Scouts Australia Adult Training and Development interface. At the top left is the Scouts Australia logo. The page title is "Scouts Australia Adult Training and Development". A user notification in the top right says "Welcome back! Tim" with a profile icon. A navigation bar contains "Curriculums", "Adult Training and Development", "Qualifications and SAIT", "Quick Links", and "Job Milestones Checklist". The main content area is titled "On The Job Phase Verification for Emmanuel Green" with a sub-header "AUS BPSCOUT\_LIC" and "Trainee Curriculum: Youth Program Leader Training (LoY)". Below this, it says "Trainee Youth Section: Scouts". A red circle highlights a button labeled "I am not the Team Leader for this Trainee" with an icon of a person and a flag. Below this, there is a link: "For help on verifying an On the Job phase, click [here](#)". At the bottom, there is a section titled "On the Job Training - Youth Program Leader" with a "Save PDF" button. Two buttons, "Approve" (with a green checkmark icon) and "Reject" (with a red X icon), are circled in red. To the right of these buttons is an icon of a person with a gear and a graph. The bottom of the page contains a paragraph of text about the On the Job Training component.

You can nominate a more appropriate Team Leader if that's relevant



# Who signs what?

- The 'Team Leader' with a Gilwell Woggle signs off the Certificate of Proficiency checklists
  - For Youth Program Leaders, the Team Leader is the Group Leader or the Leader in Charge
- The 'Team Leader's Team Leader' with a Wood Badge signs off the Scouting Leadership checklist
  - For most Youth Program Leaders, this will be the District Commissioner, who can delegate as appropriate.

# Making sure we're verifying the right checklist

- 'Youth Program Leader' =
- 'Program Support Leader' =
- Scouting Leadership checklist =

**Our systems now better  
reflect the training structure**



# The 'check pre-requisites' tool is now more useful

<b>Registration Date:</b>	1 <sup>st</sup> Aug 1907
<b>Police Clearance Date:</b>	
<b>WWC Card No:</b>	
<b>WWC Expiry Date:</b>	
<b>Current Role:</b>	PROVISIONAL GROUP LEADER <a href="#">Check Prerequisite</a>
<b>Approval Date:</b>	
<b>W1 Clearance Status:</b>	
<b>Reviewed Date:</b>	
<b>Next Review Date:</b>	
<b>Class Date:</b>	
<b>Years Of Service:</b>	

Keep an eye out for 'retrospective' training qualifications going on member records.

*E.g. Retrospective COAL-Section*

These are the basis of our role pre-requisite options.

# For leaders continuing in their roles

- Fully trained leaders continuing in their current role will not be required to retrain
- Leaders with a COAL and no training since 2020 will need to update some On-Demand and On The Job to proceed to Scouting Leadership and the CAAL.
- Leaders without a COAL/COP continue under the current system (basically treated as a new leader)



# For leaders transitioning between roles

Rules of thumb that guide transitioning leader pathways:

- On The Jobs (the current or incoming model) no longer have to be repeated between sections, but: Technical Skills and In-Service are no longer accepted instead.
- On-Demand Modules must be completed as a knowledge check (but there are quizzes to help make this quick)
- Basic Practical is accepted for Essentials
- Basic Outdoor Skills (and equivalent) is accepted for Adventure
- Scouting Leadership is more about people management now. If you have a Sectional Wood Badge, you'll need a Scouting Leadership course if you want to transition to Leader of Adults.



# Preliminary, Essentials and Adventure modules have quizzes

## Pre Module Quiz



Do you feel that you are already familiar with the material in this module? You can test yourself with this quiz. If you pass, you will be automatically allowed to sit the final quiz without needing to go over the material again. If you don't pass, you will need to complete the module in the normal way.

Of course, you can also skip the quiz and complete the module normally.

# Resources that will help



# Top resources for training supporters

- Training plans for new leaders
- Training plans for existing leaders
- Individual Adult Volunteer Plans (IAVPs)
- ‘Helping a Leader with their training’ checklist
- On The Job training fact sheet

All of these are on the Scouts Victoria training website (or ‘Forms’ page for IAVPs)

# Getting the best from On The Job training



# Getting the best from On The Job training

- How do we set our trainees up for their On The Job training?
- What happens, when?
- Who can we involve?
- How can District help?
- What's the 'standard'?
- How do I know I'm ready to verify their training?

# Thanks for supporting our adults!

More support

**Most individual trainee queries:  
Your DLATS**

Together, you can contact [\*\*training@scoutsvictoria.com.au\*\*](mailto:training@scoutsvictoria.com.au)

**Additional support, escalation, or policy queries:  
[\*\*sc.training@scoutsvictoria.com.au\*\*](mailto:sc.training@scoutsvictoria.com.au)**

**Direct support on On The Job training, Course types, and  
training system  
[\*\*asc.training@scoutsvictoria.com.au\*\*](mailto:asc.training@scoutsvictoria.com.au)**



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