Module Matrix

This is a summary of the Scouts' Adult Training Scheme and ongoing learning.
For further information on the training requirements for specific roles, please refer to the Scouts' Adult Training Scheme pages on **scouts.org.uk/volunteers/learning-development-and-awards/**.

■ All Appointments ■ Section Leaders and Section Supporters ■ Trustee Introduction ■ Supplementary
■ Managers, Section Supporters, Other Supporters ■ Mandatory Ongoing Learning

Getting Started To be completed within 5 months of appointment

Module	Aim	Methods
Personal Learning Plan (02)	To create a plan for an individual's learning based on the requirements of the job and taking into account the individual's needs.	■ One to one ■ Workbook
Essential Information (01)	To provide all adults in Scouting with the essential information needed to get started in their role.	■ e-learning
General Data Protection Regulations (GDPR)	To provide all adults in Scouting with an understanding of what the General Data Protection Regulations (GDPR) means for them, their Scout Group, District and County and how to effectively align with it.	■ e-learning
Safety	To provide all adults in Scouting with an understanding of safety practice and responsibilities as a member of Scouts, to keep everyone safe.	■ e-learning
Safeguarding	To provide all adults in Scouting with an understanding of safeguarding practice and responsibilities as a member of Scouts , to keep everyone safe.	■ e-learning
Trustee Introduction	To provide the Charity or managing Trustees with information on their legal responsibilities and current regulations.	■ e-learning
Tools for the Role (Section Leaders) (03)	To provide the basic information on the individual's role or area of responsibility and some practical help to get the individual started in the role.	■ Course ■ One to one ■ Small group ■ e-learning
Tools for the Role (Managers and Supporters) (04)	To provide key information about the individual's role, areas of responsibility and where they can find further information and support.	■ Course ■ One to one ■ Small group ■ e-learning

Training For All Appointments

Module	Aim	Methods
Delivering a Quality Programme (12A)	To provide Leaders, Managers and Supporters with information about how to deliver quality Scouting to young people, and how we ensure it meets their needs. This module is recommended as a priority.	■ Course ■ One to one ■ Small group ■ e-learning
Fundamentals of Scouting (05)	To explore the Fundamentals of Scouting and the Religious Policy, and their relationship with delivering a quality Programme for young people.	■ Course ■ One to one ■ Small group ■ e-learning
Scouting For All (07)	To provide an introduction to equal opportunities and practical advice about how to make Scouting inclusive for all.	■ Course ■ One to one ■ Small group ■ Workbook
Administration (11)	To provide information and best practice on how to manage administrative tasks in Scouting, including responsibilities relating to the Data Protection Act/GDPR, record keeping, finances and insurance requirements.	■ Course ■ One to one ■ Small group ■ Workbook
First Aid (10)	To cover the skills and knowledge necessary to enable adults to manage an incident and provide basic first aid.	■ Course

Section Leaders and Section Supporters

The Programme

Module	Aim	Methods
Programme Planning (12B)	To provide Section Leaders with an opportunity to plan and review a sectional programme, using a variety of methods to generate programme ideas.	■ Course ■ One to one ■ Small group
Running Safe Activities (17)	To enable adults to plan and run exciting, safe and developmental activities for the young people in their section.	■ Course ■ One to one ■ Small group ■ Workbook
Practical Skills (18)	To enable adults to gain and develop practical skills for the benefit of young people in their section.	■ Course ■ Small group
Introduction to Residential Experiences (16)	To enable Section Leaders and supporters who may support residential experiences for young people, to understand the purpose that residential experiences play in Scouting.	■ Course ■ One to one ■ Small group
International (19)	To provide adults with an international focus appropriate to their section and understand the global nature of Scouting.	■ Course ■ One to one ■ Small group

The People

Module	Aim	Methods
Supporting Young People (14)	To enable adults to understand and meet the needs of young people and create a supportive environment.	■ Course ■ One to one ■ Small group ■ Workbook
Promoting Positive Behaviour (15)	To enable adults to promote positive behaviour and appropriately manage challenging behaviour in their section.	■ Course ■ One to one ■ Small group ■ Workbook
Growing the Section (13)	To cover ways in which an adult volunteer can work with their line manager and others to plan and contribute to the growth of their Section and/or Group.	■ Course ■ One to one ■ Small group ■ Workbook
Working With Adults (09)	To cover some key skills required to work effectively as a team, including communication, listening skills, decision-making structures and effectively representing others.	■ Course ■ Small group
Skills of Leadership (08)	To cover the knowledge, skills and attitudes required to be an effective leader, including leadership styles, action-centred leadership and developing leadership skills in others.	■ Course ■ One to one ■ Small group

Additional ongoing learning opportunities for all members can be found at
scouts.org.uk/volunteers/learning-development-and-awards/ongoing-training-for-all/

Core Skill Areas	Independent Learning Methods: e-learning, videos and learning guides, workbooks, information sheets.	Skills Courses		
		Skills of Management	Achieving Growth	Meeting the Challenges
Managing Your Time and Personal Skills	Managing Time and Personal Skills	●		
Achieving Results	Building Effective Teams	●		
	Project Management	●	●	
	Getting the Word Out	●	●	●
Providing Direction	Planning for Growth		●	
	Leading Local Scouting	●	●	
Working with People	Finding, Appointing and Welcoming Volunteers	●	●	
	Keeping, Developing and Managing Volunteers	●	●	
	Dealing with Difficult Situations			●
	Supporting the Adult Training Scheme	●		
Enabling Change	Enabling Change		●	●
Using Resources	Financial and Physical Resources	●	●	
	Decision Making	●	●	●
Safety	Safety for Managers and Supporters			

Mandatory ongoing learning to be completed every 3 years		
Module	**Aim**	**Methods**
Safety	To revisit the responsibilities and practice related to safety in Scouting, to keep everyone safe. related to safety in Scouting.	◾ e-learning
Safeguarding	To revisit the responsibilities and practice related to safeguarding in Scouting, to keep everyone safe. related to safeguarding in Scouting.	◾ e-learning
First aid	To cover the skills and knowledge necessary to enable adults to manage an incident and provide basic first aid.	◾ Course

Supplementary Modules		
Module	**Aim**	**Methods**
Assessing Learning (25)	To provide the knowledge, skills and attitudes necessary to effectively support, validate and assess adults in the Adult Training Scheme, the Adventurous Activity Permit Scheme, Nights Away Permit Scheme and the Scout Show National Recognition Scheme.	◾ Course ◾ One to one ◾ Small group ◾ Workbook
Instructing Practical Skills (27)	To provide the skills, knowledge and attitudes necessary to instruct practical skills.	◾ Course ◾ One to one ◾ Small group
Facilitating (28)	To provide the skills, knowledge and attitudes to facilitate individuals and small groups.	◾ Course ◾ One to one ◾ Small group
Presenting (29)	To provide the skills, knowledge and attitudes to make effective presentations.	◾ Course ◾ One to one ◾ Small group
Supporting Local Learning (30)	To provide the skills, knowledge and attitudes for Local Training Managers to co-ordinate the learning plans of individuals to produce a programme of learning.	◾ Course ◾ One to one ◾ Small group
Planning a Learning Experience (31)	To provide the skills, knowledge and attitudes necessary to research and design training experiences.	◾ Course ◾ One to one ◾ Small group
Delivering a Learning Experience (32)	To provide the skills, knowledge and attitudes necessary to plan, prepare and run a training experience.	◾ Course ◾ One to one ◾ Small group
Planning a Learning Provision (33)	To provide the skills, knowledge and attitudes to enable training managers to plan to meet the learning needs of an area.	◾ Course ◾ One to one ◾ Small group ◾ Workbook
Managing a Learning Provision (34)	To provide the skills, knowledge and attitudes to enable County Training Managers to manage the learning provision for their area.	◾ Course ◾ One to one ◾ Small group ◾ Workbook
Additional Needs (36)	To provide information, support and resources for those working with young people with additional needs. Training resources for this module are currently under review. For advice on delivering this module, please contact **inclusion@scouts.org.uk.**	◾ Course ◾ One to one ◾ Small group
Advising on Adult Appointments (37)	To enable an adult to participate fully as a member of the Appointments Advisory Committee.	◾ Course ◾ One to one ◾ Small group ◾ Online video
Skills for Residential Experiences (38)	To enable adults to acquire the appropriate skills to plan and run successful residential experiences for the young people in their section.	◾ Course ◾ One to one ◾ Small group
Mentoring and Coaching (39)	To enable adults to effectively mentor and coach both adults and young people for successful talent management/succession planning.	◾ Course ◾ One to One ◾ Small Group