

Role description for a ... Regional Training Manager



Item Code FS330071 Date May/04 Edition no 1

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Title: Regional Training Manager

Outline: Responsible for the management of all aspects of the training / learning process for adults within the Region, together with the recommendation of the award of Wood Badges

Responsible for: Those involved in the management, delivery and administration of training

Responsible to: Scottish Headquarters Commissioner for Adult Support

Main Contacts: District Commissioners, Adult Support Office at HQ, other RTMs, District / Area Appointments sub-Committee Secretaries, Regional Training Administrators, Local Training Managers, Local Training Administrators

Appointment Requirements: To understand and accept the Scout Association's policies, have a satisfactory CRB clearance, completion of a Wood Badge including the role specific modules (Planning a Learning Provision and Managing a Learning Provision) as detailed in the Adults Personal File and the Adult Training Scheme.

"General" Main Tasks	"Specific" Tasks Agreed with the Scottish Headquarters Commissioner for Adult Support
<ul style="list-style-type: none"> Work with the Area Commissioner and District Commissioners, to determine, review, and maintain the appropriate structure for management and support of learning opportunities within the Region 	
<ul style="list-style-type: none"> Act as line manager for those involved in the management, delivery and administration (recruit, induct, support and carry out appointment reviews) 	
<ul style="list-style-type: none"> Act as line manager to Training Advisers 	
<ul style="list-style-type: none"> Liaise with District / Area Appointments sub-Committees to receive notification of new appointments and ensure that these people are assigned a Training Adviser 	
<ul style="list-style-type: none"> Plan and ensure the delivery of the learning provision in the Region so that all adults in Scouting completing a Personal Learning Plan have access to the suitable learning opportunities using a variety of methods 	
<ul style="list-style-type: none"> Ensure that people involved in the learning provision are suitably qualified and effective 	
<ul style="list-style-type: none"> Manage a high quality of learning provision in the Region 	
<ul style="list-style-type: none"> Ensure that administration relevant to learning 	

The Scout Information Centre

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/ training is completed efficiently and effectively	
• Ensure that the recommendation of Wood Badges is carried out	
• Implement the Scout Association's Training Policy and procedures within the Region	