



NTC Cir.No.05/2021/1174

Dated : 15th Mar, 2021

To,
All the State Secretaries,
State Associations of
The Bharat Scouts and Guides,
Indian Union

Sub : Course for Leader Trainers (SW).

Sir/Madam,

We are glad to inform you that the Bharat Scouts and Guides, National Training Centre, Pachmarhi is going to conduct **Course for Leader Trainers (Scout Wing)** at National Training Centre, Pachmarhi. The details are as follows :

1	Course name	Leader Trainers Course (Scout Wing).
2	Dates	23.04.2021 to 29.04.2021 (SEVEN DAYS).
3	Venue	The Bharat Scouts and Guides, National Training Centre, Pachmarhi, MP-461881
4	Reporting	23.04.2021 : At 10 AM.
5	Relieving	29.04.2021 : After Lunch. (Accordingly return journey reservation may be done)
6a	Camp Fee	Participants have to pay Rs.2000 to cover the cost of boarding, lodging, training materials pay by SBI Collect: - Payment link:- https://bit.ly/3qW5L3h Open the above link - Click NTC courses. Circular attached. <u>Or</u> Can be deposited through NEFT or RTGS in State Bank of India, Pachmarhi Account No. 11265122084, 'Bharat Scouts & Guides, Pachmarhi', (IFS Code of SBI Pachmarhi is 'SBIN0001046). After payment, send UTR Number with proof of payment to ntc@bsgindia.org
6b	Subsidy	Subsidy @ Rs. 70/- per head per day and travelling expenses @ Rs. 550/- or actual whichever is less will be reimbursed on receipt of Government Grant.
7	Who can Attend	Assistant Leader Trainer of any section who have received Final Information from NTC.
		1 Must have given atleast two years of satisfactory service as an Assistant Leader Trainer.
		2 Should have conducted two Basic Courses or two Advanced Courses or one Basic and one Advanced Courses in the appropriate section after ALT.
		3 Should have assisted in a HWB Course of the appropriate section as a full time staff or should have at least two Golden Arrow Cubs/Rashtrapati Scouts/Rovers as the case may be to his/her credit. Submit a certificate to this effect from DOC/DTC.
		4 Should complete the Pre-Course Assignment provided by the National Training Centre.



8	What to Bring	Usual camp kit : Two Sets of correct and complete Uniform, woolen cloths as per APRO II (Black shoes with lace, black socks, HWB Scarf, Woggle, Nylex Belt etc) should be brought. Mosquito net, personal medicines, bedding, torch, odomos tube, chart paper (atleast 06), pen, pencil, marker pen etc, 200 page Notebook are required. BS&G Track suit for field activities. Reference books : Scouting for Boys (Hindi/English), Scheme of Training (SW), APRO I&II, Aids to Scoutmastership, Rules book, Job Profile book etc.
9	Personal Project	Personal Project should be contributing to Adult Leader Training in the district / state. Please discuss with your STC(S) and State Commissioner (Adult Resources) before you submit the project during the course. Do not undertake projects like construction, donation etc which do not have any bearing on your role as a Trainer.
10	Aadhar Number	The Aadhaar Number is compulsory. Photocopy of Aadhar is to be submitted at the time of Registration.

Applications duly filled and recommended by State Officials will be accepted. Admission to LT course is by invitation not by application.

State Training Commissioners are requested to discuss thoroughly and finally recommend **Personal Project** of the candidate to present at NTC by considering the need of State.

Please see that more importance is given to Cub and Rover Section and also to Unserved District also where there are no leader trainers.

With best wishes.

Thanking you.

Yours Sincerely



(KRISHNASWAMY R)
Executive Director

Enclosed :

1. Instructions
2. Pre-Course Assignment
3. Application Form.

Copy to:

1. All the NHQ office Bearers.
2. All Asst. Directors for follow up.
3. State Commissioner of Adult Resources.
4. All the State Training Commissioners.
5. Public Relation Officer.

INSTRUCTIONS

(LEADER TRAINER COURSE)

This is the highest Course for a Trainer. Leader Trainer is the Pride of our Movement. Four Beads are not for decoration but for selfless service. Hence the candidate for this Course must be all-rounder and must have personal example.

- ELIGIBILITY** : 1. Should work at least two years of satisfactory service as Assistant Leader Trainer (relaxed up to one year in case of full time professionals at all levels)
2. Should have conducted two Basic Courses or two Advanced Courses or one Basic and one Advanced Courses in the appropriate section after ALT.
3. Should have assisted in a HWB Course of the appropriate section as a full time helper Or should have at least two Golden Arrow Cubs/Rashtrapati Scouts/Rovers as the case may be to his/her credit. Submit a certificate to this effect from DOC/DTC
4. Should complete the Pre-Course Assignment provided by the National Training Centre time to time.
- UNIFORM** : As per APRO Part II HWB Scarf and woggle, Black Shoes, Black Socks and Nylex Belt, **Name Plate, Shoulder Badge** are must. White Banyan (with sleeves) and Blue Shorts are needed for B.P. Exercise. Navy blue sweater / blazer is permitted in cold weather.
- LEARNING MATERIAL** : Besides the usual camp kit the candidates must be equipped with Scouting for Boys in Hindi or in English. Aids to Scoutmastership, APRO part I, II, Rules Book, and Scheme of Training. Chart paper, Sketch Pen, Marker Pen, Gum, Pencil, Rubber, Scale, games material etc. are also needed.
- PRE COURSE ASSIGNMENT** : A Pre Course Assignment Questionnaire is enclosed herewith. Candidates should submit it in a booklet in a presentable manner at the time of registration without which candidates will not be admitted to the Course. They should come prepared for Quiz Programme on Scouting for Boys.
- POST COURSE ASSIGNMENT** : During the Course they have to select a Personal Project which will be a sustained activity and useful for the development of their District / State as a Leader Trainer. He must present it during the course. He has to complete this project after the course with the help of his State and send the report to NTC through his STC. This is known as Post Course Assignment. They are advised to select the Project in consultation with the STC and come prepared.

QUALITY OF SCOUTING DEPENDS UPON THE QUALITY OF THE TRAINER.

“A HEARTY WELCOME AWAITS YOU AT NTC”

DY. DIRECTOR (SCOUTS) LEADER TRAINING.

----- CUT FROM HERE -----

ACKNOWLEDGEMENT

(This is to be sent to NTC by the candidate)

I have received the Pre Course Assignment along with the instructions for the Leader Trainer Course. I assure that I will submit the complete Assignment at the time of Registration.

Dates of Course : From To

To
The Dy. Director (S) Leader Training,
Bharat Scouts & Guides,
National Training Centre,
Pachmarhi M.P. 461881

Name :
Address :
District :
State :
Pin :

Signature



COURSE FOR LEADER TRAINER

From To (2020-21)

Pre – Course Assignments Booklet issued in favour of
Shri.

Please Note :-

These assignments are to

1. deal with “your role as a Trainer” to help you develop a clear view and understanding of your job.
2. Help you to look at “the needs of Unit Leaders” in your area at your personal involvement in the process of meeting these needs.
3. Lead you to “see Scouting in action” in your area and to think of making Training more relevant and meaningful.

Instructions to Participants

1. This booklet contains 9 Assignments for completion before you come to N.T.C. Pachmarhi for the Course for Leader Trainers. Please complete them in time.
2. Prepare a separate file for this purpose and use separate sheets for each assignment.
3. Bring that file with you to N.T.C. Pachmarhi. You have to use the informations in it during the Course and hand it over to the Leader at the Registration time.

ASSIGNMENT NO. 1

Prepare a list of all Adult Leader Training activities which you have been involved over the last 24 months **including online activities.**

- Note: 1. Please specify the exact nature of each to these activities and its duration.
Note: 2. Describe your functions in these activities in the most accurate and practical way possible.

ASSIGNMENT NO. 2

Arrange a meeting with your State Training Commissioner and discuss with him in regard to constructive Training Programme in your area.

- Note: 1. Make notes of this meeting and, as a result of it, establish your working plan for a period of one year.
Note: 2. If it will not be possible for you to meet him personally use **other means of conferencing such as Googlemeet/whatsapp, Zoom, etc.**

ASSIGNMENT NO. 3

List out a maximum of 10 ideas, in order of importance from 1 (most important) to 10 (least important) which you consider are your main responsibilities as a Trainer.

P.T.O.

ASSIGNMENT NO. 4

Arrange a meeting with the District Commissioner (S) of your area and / or District Secretary and collect the following information or from records of your District :-

In your District	Cub Section	Scout Section	Rover Section
1. No. of registered Units			
2. No. of Basic trained Unit Leaders.			
3. No. of Advanced Trained Unit Leaders.			
4. No. of HWB Parchment Holders			

ASSIGNMENT NO. 5

Register your unit on Membership Registration portal of BSG – www.scout.ind.in and help four more units of your area or unit leaders who were trained by you in Basic course to register on the portal and product evidence of the registration.

ASSIGNMENT NO. 6

List out various ceremonies in Scouting and especially of your section and prepare how they are conducted during the course and requirements for conducting these ceremonies – Prepare video for each ceremony separately.

ASSIGNMENT NO. 7

Prepare five games and five songs to train or test knowledge and skills of Dwitiya and Tritiya Sopan (Scout Section), Praveen & Rajya Puruskar (Rover Section), Dwitiya and Tritiya Charan (For cub section).

ASSIGNMENT NO. 8

Prepare notes from Scouting for Boys on development of physical, social, emotional, spiritual aspects and give references with page numbers of anecdotes – How these programmes are included in APRO Part II / III.
Example – Chapter No. 17, health giving habits – APRO Part II, Dwitiya Sopan – B.P.Six.

ASSIGNMENT NO. 9

Prepare Self Learning Modules for one subject each as allotted by DDSLT from Basic courses, Advanced course and HWB Course of your section with questions to evaluate the learner. This will be assigned after receiving application – You are requested to provide your Whatsapp number to add you in the course group.

SIGNATURE OF THE PARTICIPANT



APPLICATION FOR LEADER TRAINER COURSE

AADHAR Number of Participant :

(Candidates must submit the photocopy of Aadhaar Card at the time of Registration)

Name of State Association : _____

1. Full Name : _____
(In Block Letters)

Photo

2. Full Home Address : _____

State _____ Pincode _____

E-mail ID : _____

Phone No. (If any) _____

Section in which you wish to attend L.T. Course : _____

3. Date of Birth : _____ Year _____ Month _____ Days _____ Age _____

4. Name of the Unit : _____

5. Education Qualification : _____

6. Scouting Qualification : _____

(Training Details)

SI No.	Name of the Course	Dates		Place	Certificate No. 7 Date	Leader of the Course
		From	To			
1	Basic Course					
2	Advanced Course					
3	HWB Course					
4	Pre-ALT Course					
5	ALT Course			ALT Hon'ble Charge No. Date		
6	ROT Course					

7. Training Course Conducted / Assisted after ALT Hon'ble Chage.

SI No.	Name of the Course	Dates		Type of Course	Type of Work Done	No of Participants	Leader of the Course
		From	To				
1							
2							
3							
4							

Note : Produce Certificate issued by Competent Authority :

8. Produce Golden Arrow Cubs / Rashtrapati Scouts / Rashtrapati Rovers in unit after receiving ALT Hon'ble Charge (for LT Course).

SI No.	Name	Date of completion	Certificate No.
1			
2			
3			
4			

9. Any Special Interest / Skill

STC (Scouts)

Date : _____

Signature of the Applicant

Date : _____

Forwarded by :

State Secretary / Jt. State Secretary

HWB COURSE ASSISTED CERTIFICATE

This is to certify that Mr. / Ms. / Mrs. Cub
Master / Scout Master / Rover Scout Leader of (Name of the Unit)
..... has assisted full time during HWB
Course for Unit C/S/R section was held at State
..... from to

Leader of the Course

State Training Commissioner (S)

***** **OR** *****

Produced Two Golden Arrow Cub

This is to certify that Mr. / Ms. / Mrs. has
produced the following :

1. Two Golden Arrow Cubs

Their names and certificates number and dates are hereunder :

1. Name Cer.No. Date
2. Name Cer.No. Date

Distt. Org. Commissioner (S) / Distt. Training Commissioner (S)

COURSE CONDUCTED (BASIC / ADVANCED) CERTIFICATE

This is to certify that Mr. / Ms. / Mrs.
Cub Master / Scout Master / Rover Scout Leader of (Name of the Unit)
..... has conducted as Leader of
the Course as per details :

Sl	Basic / Advanced	Section	From	To	Place	State
1						
2						
3						
4						

State Training Commissioner (S)

Course for Leader Trainers (Scout Wing)

STEPS OF PERSONAL PROJECT

1	Name of participant	
2	State	
3	Role	
4	Project	
5	Existing circumstances in the area as the collected facts reveal	
6	What is to be achieved at the end of the project	
7	Time limits	
8	Human, material and financial etc resources available	
9	Other sources of help for the project	

10	A plan of the project	
11	Budgetary provision	
12	Detailed plan (step-wise)	
13	Conclusion	
14	Evaluation	

Signature of Candidate

Recommended by State Trg. Commissioner (S).