

## Training Information for Executive Committee Members

Thank you for volunteering as a member of your Executive Committee. Your role is important and makes a real difference to the Scouting that young people enjoy. As you will hopefully be aware there is training associated with your role, which is intended to be informative and of direct use to you. Please find below answers to some common questions about training for Executive Committee members and some useful links.

### Why do I need to train for my role?

The Executive Committee exists to support the either the Group Scout Leader (GSL) or the District Commissioner (DC) or the County Commissioner (CC) in meeting the requirements of his or her role. Every Scout Group, District and County is a charity in its own right, and by becoming a member of the Executive Committee, we are taking on the responsibilities of a charity trustee.

All members of Executive Committees, no matter how experienced in Scouting or elsewhere in their lives, are required to complete mandatory training within **five months** of starting the role. This ensures as much as possible that we understand our role, our responsibilities and our duties as a trustee.

The training isn't difficult, or particularly time-consuming, but it is essential.

### What training does an Executive Committee member require?

Executive training is accessed online and takes about 30 minutes per topic area to complete.

After each piece of training, you will be shown your certificate, which shows that you have covered the content shown and that you understand it. Either save this or take a photo as you will need it to get your training record updated (see next page).

Links to the training are in the individual descriptions below or you can find them on our [Learners Hub](#).

#### Module 1 – Essential information covers:

- The structure and organisation of Scouting
- Sources of information and support for members
- The Purpose, Values and Method of Scouting
- Some key facts about our history

[Go to the Module 1 eLearning](#)

#### Safety covers:

- The Safety policy of The Scout Association
- Our role in keeping adults and young people safe

[Go to the Safety eLearning](#)

#### Safeguarding covers:

- The Safeguarding policy of The Scout Association
- Our role in safeguarding young people

[Go to the Safeguarding eLearning](#)

#### GDPR (Data Protection) covers:

- The rules around what information we may collect
- How we keep information
- How we dispose of information

[Go to the online GDPR eLearning](#)

#### Trustee Introduction covers:

- Understand Executive Committee and trusteeship in Scouts
- Understand Scouts' key policies
- Understand the roles and responsibilities of Executive Committee members and trustees in Scouts

[Go to the Trustee Introduction eLearning](#)

### How long do I have to complete my Getting Started training?

We are required to complete this training within **5 months** of taking on a role.

### How is a record kept of my training?

Each piece of eLearning that you complete will produce a certificate that you can copy, save or photograph. Please send this to either your Group Scout Leader if you are in a Group or to the County Training administrator. One of them will update your training record on Compass, our member record system, to show that it is completed and when.

County Training Administrator	Jackie Gregory	trainingadministrator@dorsetscouts.org.uk
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### Who can help me?

If doing eLearning is not easy for you, there are alternative ways to do this learning with workbooks. If you would like this support, please contact your [Local Training Manager](#). If you have any questions, your Executive Committee Chair should be able to help or reach out to your Group Scout Leader (GSL) or the District Commissioner (DC) or the County Commissioner (CC), whoever works with your committee.