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World Organization of the Scout Movement
Organisation Mondiale du Mouvement Scout
Всемирная Организация Скаутского Движения
Organización Mundial del Movimiento Scout
المنظمة العالمية للحركة الكشفية

**World Scout Bureau, Asia-Pacific Regional Office
Bureau Mondial du Scoutisme, Bureau Régional Asie-Pacifique**

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CIRCULAR NO. 25, series of 2011

To: Chief Commissioners
International Commissioners
Chief Scout Executives

15 November 2011

Asia-Pacific Regional Course for Leader Trainers – Bangladesh



Dear Colleagues:

Greetings!

We are pleased to inform you that in conjunction with the forthcoming 24th Asia-Pacific Regional Scout Conference, the Asia-Pacific Region is organizing the Asia-Pacific Regional Course for Leader Trainers (APR CLT) as an ancillary event to the said conference. The purpose of having the regional CLT just prior to the conference is to provide participants the opportunity to attend the conference after the course. Therefore, NSOs are encouraged to include their CLT participants in the country delegation to the conference, either as delegate or observer. It would be a rare occasion for aspiring Leader Trainers to attend the only Course for Leader Trainers with regional status that is organized just prior to every Regional Conference.

Since the course participation is limited to a maximum of 50 participants, NSOs are requested to nominate their candidates well ahead of time to ensure the possibility of their participation by nominating 1-2 names per NSO. However, NSOs may also send in reserved candidates, on priority basis, subject to the availability after the closing date.

The preliminary information of this CLT is as follows:

Date: 15-21 November 2012

Participants should arrive 14 November 2012 and may leave 22 November 2012 if not attending the 24th APR Scout Conference.

Venue: Rover Scout Training Centre
Bahadurpur, Gazipur,
Bangladesh

Eligibility of participants:

The selected participant/s should:

- have completed the Course for Assistant Leader Trainers
- be an active serving Assistant Leader Trainer for at least 3 years and holds the 3 beads;
- be recommended by their respective NTC and endorsed by NSO, with reference to the requirements of his/her NSO Training Scheme as ALT;
- be willing to commit to contribute in adult training course in their respective NSO for two years or more after attending the CLT;
- be able to speak and write in English.

Registration Fee: **US\$150.00** per participant

The fee includes course kit and materials, inland transportation, and accommodation (check-in on 14 November and check-out on 22 November), food (dinner of 14 November to breakfast of 22 November), educational tour and course documents saved in a CD-ROM.

Course participants/staff who will attend the 24th Asia-Pacific Conference shall register separately to the conference and pay the conference registration through their National Scout Organization.

Please complete the attached Reply Slip and send it to the World Scout Bureau, Asia-Pacific Regional Office **not later than 29 June 2012**, with a copy to Bangladesh Scouts.

Looking forward for your NSOs representation/participation in this Regional Course.

With best regards,



Abdullah Rasheed
Regional Director

Attachment:

- APR CLT Reply Slip
- Tentative Course Outline

Asia-Pacific Regional Course for Leader Trainers
Rover Scout Training Centre, Bahadurpur, Gazipur, Bangladesh
15 - 21 November 2012

REPLY SLIP

NSO	
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Our NSO is nominating the following Assistant Leader Trainer(s) in priority order, to participate in the APR Course for Leader Trainers. We certify that they are qualified to attend as per our National Training Scheme. Travel itinerary will follow later.

	Full Name	Age	Date CALT attended	Date of Honourable Charge Awarded	Personal Email Address (not the NSO)	Any Dietary Restriction	Will Attend the Conference [Y/N]
1.	_____	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____	_____	_____

- NOTE:**
- Attach is the copy of [1] CALT participation certificate; [2] Appointment Certificate and [3] List of duties undertaken under the honourable charge/appointment for EACH participant.
 - Please send your participants passport details ahead of time, so that Bangladesh Scouts can issue the invitation letter for visa application purposes.
 - If your participant/s does not have a personal email address, please require him/her to create one.
 - Participants of the Course who will attend the 24th APR Scout Conference need to complete separate registration form for the Conference.

Please send this Reply Slip **not later than 29 June 2012** to:

Mr. Abdullah Rasheed
Regional Director, World Scout Bureau/APR
P.O. Box 4050, MCPO 1280, Makati, Philippines
Tel No: +63 2 818 0984
Fax No: +63 2 819 0093
Email: asia-pacific@scout.org

Mr. Muhammad Rafiqul Islam Khan
Course Director, APR CLT 2012
60 Anjuman Mufidul Islam Road
Kakrail, Dhaka – 1000, Bangladesh
Tel No: +88-02-9333 651, 9342 058, Ext. 33
Fax No: +88-02-9342 226
Email: 24aprsc@bangla.net

Signature: _____

Printed Name: _____

Position: _____

Date: _____

APR COURSE FOR LEADER TRAINERS
Rover Scout Training Centre, Bahadurpur, Gazipur, Bangladesh
15 - 21 November 2012

PROGRAM SCHEDULE

as of 15 November 2011

Time	15 Nov 12 – Thursday	16 Nov 12 - Friday	17 Nov 12 - Saturday	18 Nov 12- Sunday	19 Nov 12 - Monday	20 Nov 12 - Tuesday	21 Nov 12 - Wednesday
0745 - 0800				Morning Assembly			
0800 - 0900	Registration	1.4 Youth Programme -Review & Update -Changing needs of Young People -Relevance of the Youth Programme - Keeping Scouts Safe from Harm Policy	1.6 Leader Training Schemes - Review of NSO Training Scheme & Sharing from International Participants	2.2 Session Preparation Reviewing session plan -Taxonomy of Educational Objectives -Developing Session Guides	5.1 Human Relations - Conflict Resolution Skill	5.2 Facilitation - Facilitation skill	5.3 Managing Learning - Learning Opportunities
0900 - 1000	Opening Ceremony						
1000 - 1030				Tea Break			
1030 - 1130	INTERGRATION Participants' Expectations Course Aim & Objectives	2.5 Course Design The Critical Events Model (CEM) /The ADDIE Model	3.1 Adult Learning - Adult Learning principles - Learning Principles exercises	4.1 Leadership theories - Historical Development of leadership Theories - Transactional & Transformational - Leadership Exercises	2.6 Course Evaluation - Four levels model - Developing evaluation indicators - Measuring Learning at Advanced course	2.3.2 Training Methods cont... - Action-Centered Learning - Competency-Based Model - Personal Project	Action Plan
1130 – 1215		Lunch and Friday Prayer					
1215 – 1400	Lunch/Prayer						
1400 - 1500	1.1 Purpose, Fundamental Principles & the Scout Method -Reflection on essential Characteristics of Scouting	2.1 Role and competencies of Leader Trainers -Role of LT -Essential Competencies -Conducting training Needs analysis	3.1 Adult Learning...continues - Adult Learning Styles The Four Styles: Pragmatist Activist Reflector Theorist - Adult Learning Theories -Double loop learning	2.3.1 Training Methods -Discussion -Demonstration -Simulation Exercise -Computer Based Learning (CBL) -Group Work	Educational Tour	2.4 Course Management Managing Advanced Course: - Before - During - After	Open Session Course Evaluation
1500 – 1600	1.2 World Scouting -Update on World Scouting & Policies						Closing Ceremony
1600 - 1630				Tea Break			
1630 - 1730	1.3 Adults in Scouting Review & Update of WAISP	1.5 Scouting & Organization Environment -Managing Cultural Diversity	Elective II	4.2 Interpersonal - Concept of empowerment	Educational Tour	4.3 Gender - Gender Issues	
1730 - 1930				Prayer/Dinner			
1930 – 2030	Team Dynamic	Elective I	Mid-Course review (To do in team)	Elective III	International Night*	Social Evening	
2030 - 2100				Reflection			

Electives for participants:

1. Motivation
6. Dealing with Resistance to Change

2. Stress Management
7. Learning Organization

3. Time-Management skill
8. Concept of System Thinking and System Tools

4. Counseling skill
9. Oral Communication Skill

5. Emotional Intelligence
10. Creative Training

* - International Night is together with the Youth Forum Participants

AR/THB/afc