



Qualifications of the Staff Team of Leader Training Courses

This Circular supersedes the Training Circular No. 64/2021 issued on 15 September 2021.

The appointment of Course Leader

The appointment of Course Leader of Leader Training Course is determined solely by the Training Commissioner. Still, appointees must meet the following qualifications, and if not, consent of the Training Commissioner should be obtained.

The qualifications of Course Leader:

Course Name	Qualifications of the Course Leader
Fundamentals of Scouting Course (Module 1B)	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer who has served as the Deputy Course Leader or Assistant Course Leader in a General Information Course / Fundamentals of Scouting Course (Module 1B).
Administrator Basic Course (I)	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer who has served as the Deputy Course Leader or Assistant Course Leader in an Administrator Basic Course (I).
Sectional Training Methods Course (Module 2B) Administrator Basic Course (II) Cadet Training Course Basic Operations Course	1. Leader Trainer; or 2. Assistant Leader Trainer
Leadership and Management Course (Module 3) Administrator Advanced Course	1. Leader Trainer
Leader Skill Course	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer who has served as the Deputy Course Leader or Assistant Course Leader in the same Leader Skill Course; or 4. Person possess recognised qualifications who is approved by the Training Commissioner
Trainers' Course	1. Leader Trainer; or 2. Person possess recognised qualifications who is approved by the Training Commissioner

The qualifications of the Deputy Course Leader/Assistant Course Leader:

Course Name	Qualifications of the Deputy Course Leader / Assistant Course Leader
Fundamentals of Scouting Course (Module & 1B) Administrator Basic Course (I)	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer
Sectional Training Methods Course (Module 2B)	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer who fulfills one of the following requirements: a) has served as the Course Leader in a Basic Course (I) or Sectional Training Methods Course (Module 1B) of the same Section; or b) has served as the Assistant Course Leader or Tutor in a Basic Course (II) or Sectional Training Methods Course (Module 2B) of the same Section; or c) has served as the Tutor in an Advanced Course of the same Section or Leadership and Management Course (Module 3)
Administrator Basic Course (II)	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer who fulfills one of the following requirements: a) has served as the Course Leader in an Administrator Basic Course (I); or b) has served as the Assistant Course Leader or Tutor in an Administrator Basic Course (II); or c) has served as the Tutor in an Administrator Advanced Course.
Cadet Training Course Basic Operations Course	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer who fulfills one of the following requirements: a) has served as the Course Leader in a Basic Course (I) or Sectional Training Methods Course (Module 1B); or b) has served as the Assistant Course Leader or Tutor in a Basic Course (II) or Sectional Training Methods Course (Module 2B); or c) has served as the Tutor in an Advanced Course or Leadership and Management Course (Module 3)
Leadership and Management Course (Module 3) Administrator Advanced Course	1. Leader Trainer; or 2. Assistant Leader Trainer
Leader Skill Course	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer ; or 4. Person possess recognised qualifications who is approved by the Training Commissioner
Trainers' Course	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Person possess recognised qualifications who is approved by the Training Commissioner

The qualifications of other course staff:

Post	Qualifications
Tutor	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer; or 4. Training Auxiliary who has completed all 3 modules of Trainers' Basic Course; or 5. Person possess recognised qualifications who is approved by the Training Commissioner
Course Administrator Quartermaster	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer; or 4. Training Auxiliary; or 5. Person who is recommended by the Course Leader; or 6. Specialist Trainer
Session Leader Activity Instructor Course Assistant	1. Leader Trainer; or 2. Assistant Leader Trainer; or 3. Trainer; or 4. Person who is recommended by the Course Leader and has adequate breadth of training experience in the relevant session or activity; or 5. Specialist Trainer; or 6. Training Auxiliary who has completed module 2 of Trainers' Basic Course * <i>* applicable to Session Leader only</i>



A handwritten signature in black ink, appearing to be 'Tommy Wong', located above the printed name and title.

Tommy WONG
Training Commissioner