



CONNECTION GUIDE

ADULT TRAINING

PURPOSE OF A CONNECTION GUIDE

To aid in facilitating conversations between commissioners and unit Scouters, fostering a deeper understanding of unit dynamics and operations, enabling commissioners to better serve and support the unit. This involves identifying and leveraging successes, supporting the unit as they identify areas of improvement, collaborating with the unit on their goals, and providing necessary resources in support of those goals.

WHY IS THIS UNIT METRIC IMPORTANT?

The importance of this unit metric lies in ensuring that every youth receives the highest quality of leadership. Trained leaders not only enhance the Scouting experience for youth but also play a pivotal role in retaining families within the program. By investing in training, we elevate the overall satisfaction and engagement of both participants and families, thereby fostering a stronger and more vibrant Scouting community.

STEP 1: COMMISSIONERS REVIEW UNIT KEY METRICS

Objective Unit Data for Adult Training

Is the unit currently meeting the key metric for adult training?

- Have the unit leader (e.g., Cubmaster, Scoutmaster, Skipper) and committee chair both completed position-specific training?

STEP 2: UNIT CONVERSATIONS

Celebrate Success for Achievement or Improvement:

- Effective recognition is essential to effective unit service.
- Just say it. A straightforward, face-to-face "well done" is a simple but effective way to celebrate achievement.

Things to Consider:

- As training records may not always reflect current completion, it's best to check with the unit to see if anyone needs help updating them.
- Many leaders, especially new leaders, won't seek training themselves – they should be encouraged and not coerced.
- Untrained leaders may be new to the program, or at least to their position.
- Scouters who have changed leadership roles may be surprised to learn that training is position specific.
- New leaders may mistakenly think that they are trained because they have completed Youth Protection Training.
- Many untrained leaders have taken online training, but not supplemental training that is required to be "fully trained" (e.g., BALOO or IOLS).
- Training awards can incentivize training (e.g., Den Leader Training Award, Scouter's Training Award).
- Scouters with different lifestyles may gravitate to different modes of training (online vs. in-person).
- When answering leaders' questions, you can subtly encourage training by referencing specific training modules that address the question directly.

Questions to Facilitate Conversation: (example questions to help the commissioner engage with unit leaders as each unit is unique and the conversation should be tailored to the unit):

- If a unit leader or committee chair is untrained, are they aware of it?
- What mode of training (e.g., online or in-person) would they prefer?
- Are they aware of the difference between position specific and Youth Protection training?
- Are they aware that some positions require supplemental training to be considered “fully trained” (e.g., IOLS and weather hazards for Scoutmasters & Assistant Scoutmasters)?
- How does the committee chair or unit leader encourage training among other adult leaders?
- How often does key leadership review training reports from Training Manager within my.Scouting.org?
- How is training promoted to new adult leaders within the unit?
- What ways do unit leaders typically learn about training events? Roundtable attendance? Email newsletters? Social media?
- Are any trained leaders interested in more advanced training, like Wood Badge?
- If unit leaders have a succession plan, are the successors trained for their new positions?
- Do they know about the various training awards available for adults? Encourage them to formally recognize all leaders within the unit when earned. (e.g., Den Leader Training Award, Scouter’s Training Award)?
- Do trained leaders wear “Trained” insignia on their uniforms? If not, demonstrate insignia on your uniform, including knots for training awards.

Resources to provide:

- [Youth Protection Training](#)
- [Position Specific Training Requirements by Position](#)
- [Training Awards and Recognition](#)
- Training Manager within [my.Scouting.org](#)
- Opportunities for Position-Specific Training
 - Online: BSA Learn Center within [my.Scouting.org](#)
 - District or council wide in-person training events
 - Position specific training scheduled for a unit, often with district training staff
- [BSA’s Adult Training Website](#) (overviews of course materials, including lists of requirements)
- Contact information for district and council training chairs.

STEP 3: HELPING THE UNIT SET GOALS

The unit can decide its own goals, whether they want detailed, simple, or no goals at all. A commissioner should be available to support them throughout this process.

- Increase the unit’s position-specific training rate within 90 days.
- Improve one level within the Trained Leadership portion of (JTE) Journey to Excellence.
- Promote and distribute information regarding training awards.
- Work with the district training chair and district executive to identify training opportunities.
- Seek out and communicate the next available BALOO and/or IOLS training event.

STEP 4: COMMISSIONERS PROVIDING UNIT SUPPORT

- Follow up with the unit regularly to check in on the status of their goals and provide them with upcoming training opportunities within the district, council, or nation.
- Connect unit leaders with the district training chair or a volunteer who can advocate for training at a variety of levels within the BSA.
- Meet with the district or council Training Chair or District Executive (DE) to discuss adult training opportunities.