

# Guidelines: Applying for Gilwell Training on the Move



Item Code FS330085 Edition no 1

0845 300 1818

***Gilwell Training on the Move*** is your way of partnering with Headquarters staff and volunteers to gain extra support in delivering training in your Region, County or Area.

Take time to identify the training needs of your County, Area or Region and consider the ways in which you can use Gilwell Training on the Move to meet these needs. Gilwell Training on the Move is a resource there for you, so why not make the most of it?

## **A closer look at what is on offer**

*What does Gilwell Training on the Move provide?*

- Trainers
- Facilitators

*What is the remit of Gilwell Training on the Move?*

To partner with a Region, County or Area to provide training to meet local needs at a local venue. The training can fall within the modular training scheme or can be a customised package. The aim is to equip Counties, Areas and Regions with the skills they need to better enable them to provide for their own training needs long term.

*What will be expected of the Region, County or Area?*

The Region, County or Area will be responsible for:

- The administration: advertising, booking participants, pre-course communication, organisation
- Venue
- Catering (if required)
- Providing at least 10 participants for the training

- Covering the cost of any expenditure incurred (Funding is available through the King George VI fund, for more information download the factsheet *FS185086: Funding for leadership through King George VI Memorial Fund*)

Templates and guidance for you to use to help with the administration can be downloaded from [scout.org.uk/gilwelltraining](http://scout.org.uk/gilwelltraining)

*What is the fee for Gilwell Training on the Move?*

There is no fee for Gilwell Training on the Move, however you will be asked for a deposit of £100 to show your commitment to the training. Once the training has occurred you will be refunded your money in full. However, if the course is cancelled up to 28 days prior to the date of the training, your deposit will not be refunded.

*How do I apply for Gilwell Training on the Move?*

- The application must be made at least 3 months before the date the training will take place. However, if you have requested a customised package you will need to apply 4 months before the date the training will take place.
- You should discuss the training needs with your Regional Training Adviser, so they can offer advice and support your application
- The application for training must be made via the application form downloadable from [scouts.org.uk/gilwelltraining](http://scouts.org.uk/gilwelltraining)
- The application must be made by a County/Area Training Manager

**The Scout Information Centre**

Gilwell Park Chingford London E4 7QW Tel + 44 (0)20 8433 7100 Fax + 44 (0)20 8433 7103 email [info.centre@scout.org.uk](mailto:info.centre@scout.org.uk) [www.scoutbase.org.uk](http://www.scoutbase.org.uk)

- £100 cheque made payable to 'The Scout Association' should be sent when you have received confirmation that the application has been accepted.

The Adult Training office is available to discuss and offer advice on any application. Please contact the office:

Adult Training, The Scout Association, Gilwell Park, Bury Road, Chingford, London, E4 7QW

Email [adult.support@scout.org.uk](mailto:adult.support@scout.org.uk)

Telephone: 0845 300 1818