



# Scout Association of Hong Kong

## Training Branch

Tel : 2957 6477 Fax : 3020 6156

Training Circular No. 81/2011

15 December 2011

### 24<sup>th</sup> Commissioners' Basic Course (Medium of instruction: Cantonese)

Training Branch is planning to organize the captioned course from March to April 2012. Mr Patrick YIP, Assistant Leader Trainer will be the Course Leader. After completing the course, candidates should be able to :

1. describe the characteristics and the training methods of the five Scout sections;
2. state the purpose of meetings of different sections and hold at least 3 sectional meetings;
3. list the responsibilities of Commissioners, Group Scout Leaders, Professional Scouters and Administrators;
4. work out the schedule of Group visit and make necessary arrangements;
5. illustrate the functions and the skills of administration and management;
6. outline the administration structure of the Association;
7. demonstrate Scout etiquette; and
8. state the basic requirements and procedure of application for intermediate course.

Details of the Course are as follows:

| Date  | Day                          | Duration                      | Venue   |
|---|------------------------------|-------------------------------|---|
| 7 March 2012  | Wednesday                    | 1900 – 2215                   | Hong Kong Scout Centre                                      |
| 14 March 2012   | Wednesday                    | 1900 – 2215                   | Hong Kong Scout Centre                                      |
| 17 March 2012   | Saturday                     | 1500 – 2215                   | C.C.C. M.K. Church Kai Oi School                            |
| 18 March 2012 or<br>24 March 2012 or<br>25 March 2012 | Sunday<br>Saturday<br>Sunday | 1 hour approx.                | Group Visit<br>( to be arranged during the course)          |
| 31 March – 1 April 2012                               | Saturday to Sunday           | 1430 – 1800<br>(the next day) | Tung Tsz Scout Centre /<br>C.C.C. M.K. Church Kai Oi School |

2. Eligibility: Leaders who:
  - (a) hold a valid Warrant for Group Scout Leader / Assistant Group Scout Leader / Commissioners or Certificate of Appointment for Lay Members; and
  - (b) have completed the General Information Course.
3. Course Fee: HK\$350 per person, which covers course materials, refreshment, camp fees and meals. Fees should be made payable by crossed cheque to the "Scout Association of Hong Kong".
4. Application: Please fill out the Application Form PT/02e, which can be downloaded at <http://www.scout.org.hk/en/download/training/> and send it by mail or by hand to the Training Branch, Room 908, 9/F, Hong Kong Scout Centre, Scout Path, Austin Road, Kowloon together with the course fees and copies of the above-mentioned warrant and certificate on or before deadline. Incomplete form or copies of the prescribed certificates may affect the application result.
5. Deadline: 1 February 2012 (Wednesday)
6. Others:
  - (a) Applicants will be informed in writing of the application result.
  - (b) Participants should attend all sessions of the course on time. Certificates will only be issued to candidates who complete all requirements of the course.
  - (c) During the course, accepted participants should be dressed in Scout uniform or other attire assigned by the Course Leader.
  - (d) For enquiries, please contact Miss Jesse LEE, Training Officer at 2957 6473 during office hours.

*Kwok Ling Lam*

(KWOK Ling-lam)  
for Training Commissioner