



Training Auxiliary

This Circular supersedes Training Circular No. 05/2019 issued on 15 February 2019 in view of the revision of some titles of course staff.

1 Appointment

1.1 Principles

Training Auxiliary is the most basic working team in Leader Training, responsible for assisting and promoting Leader Training work. In addition to the criteria for the appointments of Training Auxiliary stated below, the appointee's experience, drive, potentialities and other skills will also be taken into consideration.

1.2 Basic Qualifications

Age	23 or above
Education Level	- Attained post-secondary level of education; or - had a pass in 5 subjects in the Hong Kong Certificate of Education Examination /have obtained Level 2 in five subjects in the Hong Kong Diploma of Secondary Education (HKDSE) Examination (including Chinese Language and English Language); or - F.5 plus 3 years' working experience.
Scouting Experience	Hold a valid Leader Warrant and have at least 2 years of recent experience as an adult leader.
Wood Badge	Being a Wood Badge holder.
Conduct & Others	Willing to commit, have strong sense of responsibility, good conduct, and willing to shoulder duties of Training Auxiliary.

1.3 Appointment

Appointment nomination of Training Auxiliary should be endorsed by Deputy Regional Commissioners (Training)/Deputy Training Commissioner (Operations) and approved by Training Commissioner.

1.4 Nomination Form

The "Nomination Form for Training Team Members and Training Auxiliaries" (PT/13) is applicable to the appointments of Training Auxiliary.

1.5 Certificate of Appointment

Certificates of Appointment will be issued to Training Auxiliaries. The period of validity of the certificate is 1 year (from April 1st each year to the next year March 31st). Appointees who fail to perform their duties or the Commissioners concerned no longer need their services, the appointment will be terminated.

2 Training

2.1 Training Auxiliary would be nominated by Commissioners concerned to join the Course of Trainers' Basic Training, Module 1, 2, 3. After the completion of these three courses of Trainers' Basic Training, and accumulation of considerable experiences, Training Auxiliary may be nominated as Trainer.

3 Duties

3.1 Main duties of Training Auxiliaries are helping their serving unit to carry out training and activities, including,

3.1.1 Assist in Wood Badge Training Course,

3.1.2 Act as Course Administrator/Quartermaster,

3.1.3 According to their experiences and special skills, serve in front-line training duties.



CHAN Yung
Training Commissioner