



The National Training Team Guideline

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Name of the Guideline:	National Training Team Guidelines.
Guideline implementer:	Adult Support Committee of the Scout Association of Maldives
Guideline Approved by:	Adult Support Committee of the Scout Association of Maldives
Version tracking note:	<i>The initial National Training Team Guidelines was approved on on 28th January 2021 as an annex to the National Adults in Scouting Policy 2011. The following revision was made after deliberations at the Adult Support Committee of the Scout Association of Maldives and finalized on 5th January 2024. Original Guideline number was G01-2021, with the revision it is now G01-2021-(R1).</i>

List of Acronyms:

ASC	Adult Support Committee of the Scout Association of Maldives
NTT	National Training Team
APR	Asia Pacific Region – World Organization of the Scout Movement
WOSM	World Organization of the Scout Movement
SAM	The Scout Association of Maldives
NHQ	The National Headquarter of the Scout Association of Maldives



3. Composition and term of the NTT

- 3.1. The members of the NTT shall be appointed by the ASC.
- 3.2. The NTT shall consist adequate members, who are competent in delivering the necessary Adult Trainings organized by the Association.
- 3.3. A member of the NTT shall be appointed for a period of 3 years, from the date of appointment. The term is individual and not collective for the entire NTT.
- 3.4. The number of members of NTT, if required, shall be determined by the ASC.
- 3.5. By virtue of their position, the following office bearers of the Association shall be members of the NTT:
 - 3.5.1. The Chairperson of the ASC,
 - 3.5.2. Chief Commissioner,
 - 3.5.3. the Deputy Chief Commissioner responsible for Adults in Scouting (National Commissioner for Scouting Development),
 - 3.5.4. National Commissioner responsible for Adult in Scouting (National Commissioner for Adult Support),
 - 3.5.5. the National Commissioner for Youth Programme, and
 - 3.5.6. Lead staff / volunteer directing trainings at the NHQ (Training Director at the NHQ)
- 3.6. General requirements of a member appointed to the Training Team:
 - 3.6.1. Should be an Adult Member of the Association, who pays the membership fee,
 - 3.6.2. Should have completed the Wood badge, and
 - 3.6.3. Should meet the competencies outlined in clause 3.7. of these guidelines.
- 3.7. Competencies of the members of the NTT
The ASC must select and appoint members to the National Training Committee based on the following competencies:

Training Expertise:	<ul style="list-style-type: none"> ○ Demonstrated experience in designing and delivering effective training programs. ○ Knowledge of adult learning principles and methodologies. ○ Ability to assess training needs and tailor programs accordingly.
Leadership Skills	<ul style="list-style-type: none"> ○ Strong leadership and team management skills. ○ Ability to motivate and inspire team members to achieve common goals. ○ Foster a positive and collaborative team culture.
Communication:	<ul style="list-style-type: none"> ○ Excellent communication and interpersonal skills. ○ Ability to effectively convey complex information to diverse audiences. ○ Strong presentation skills.
Collaboration:	<ul style="list-style-type: none"> ○ Proven ability to work collaboratively with different stakeholders and team members. ○ Foster a culture of teamwork and cooperation within the National Training Team. ○ Collaborate with other departments for a holistic approach to training.
Problem-Solving and critical thinking	<ul style="list-style-type: none"> ○ Strong analytical and problem-solving skills. ○ Decision-making skills with the ability to prioritize tasks effectively. ○ Ability to objectively analyse information, question assumptions, and make informed decisions.

5.3. Any grievances and or complaints regarding the activities and conduct of a member of NTT shall be addressed by the ASC of the Association in consultation with the Chief Commissioner. If an amicable solution is not reached, the case shall be forwarded to the statutory mechanisms within the Association.

6. Performance Management:

6.1. The members of the NTT are subjected to an initial performance appraisal carried out 3 months into appointment. Followed by a second appraisal 6 months after the initial appraisal. Based on the evaluation carried out via the Performance Management process, a decision for future can be made; this could include Renewal (continuation), retirement or reassignment.

6.1.1. Initial target setting: Upon appointment, the individual is required to provide targets for a 3-month period.

6.1.2. Renewal: Individuals will be required reset targets accordingly for the next 6 months – incorporate learning from the first 3 months and strive to increase productivity and be focused on further development and growth (both individually and in implementing the functional role).

6.1.3. Retirement:

- At any time, any individual working within the management organization and functional structure of the Association can decide to retire on their own accord.
- After two or more Performance Management cycles, if the individual is unable to meet the basic performance criteria, the Association has the right to initiate termination of the mutual contract with the individual.

6.1.4. Reassignment: Based on the Performance Management evaluation or based on emerging needs of the association, or upon the request of the individual, after a reasonable negotiation between the Association and the individual, reassignment of roles or functions can be made by the Association.

6.2. On behalf of the Association, the Performance Management process shall be initiated and executed by the ASC.

7. Resolving any issues or matter not addressed in this guideline.

7.1. Any issue or matter related to the NTT not specified under this policy must be taken to the ASC.

7.2. In the absence of the ASC the Chief Commissioner shall address any issues or matters raised regarding the NTT.