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## Invitation

# Training for new members of National Boards

Latvia, first weekend of December 2008

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### Aim

The aim of the Training is to provide training for new members of national boards on how to develop an understanding how a National Guide/Scout association/member organisation operates and present fundamental management concepts necessary to be an effective board member.

### Objectives

Objectives of the Training are to:

- Identify all elements of managing an association, how they relate and interact
- Have basic working knowledge of each element
- For each of the elements, identify strengths and areas for improvement
- Understand in which areas they personally need to progress
- Know what tools are available and how to use them
- Have an opportunity to work in an international environment

### Participants profile

- All new and potential leaders on the national level
- Able to communicate well in English

Please note that this event will only run if there are at least 15 participants. The maximum number of participants accepted will be 40.

### Dates

The Training will be held on the first weekend of December 2008. We are still tailoring the event, and are not sure if it will last for 4 days (expected) or longer.

### Venue

The Training will take place in the Latvia. Our Latvian hosts are preparing the proposal for the venue and it will be circulated as soon as possible.

### Language

The work will be conducted mainly in English, so participants are expected to be able to understand easily this language. However, French-speaking participants are welcome and support will be sought to enable a meaningful exchange.

### Working methods

Guiding and Scouting methods will be used during the Training. This includes

- Presentation of concepts
- Case studies and role plays
- Examples of good practice
- Problem solving
- Small project
- Test
- Reality check
- Ideas as to how to implement in the NSA/MO
- What to do on return?

There will be 50 - 70% of input from the Planning Team and the remaining time will be used for exchange and working together.

Participants are expected to participate actively during the Training and be able to exchange their experiences.

## Participation fee

The participation fee is €150 (Euros).

The fee covers all accommodation and meals. The fee does not cover travel costs to Latvia, but it covers transport from the airport to the venue and back. The fee also covers all programme materials and documentation.

Bank connections and details for paying the participation fee will be reported to all participants by the acceptance letter.

## Visa

The participants are responsible for organising their travel and obtaining a visa if necessary. Please be aware, that it may take up to six weeks to obtain a visa. So please send your visa form with the application form in order to allow sufficient time for visas.

## Application

Application should be submitted to the World Scout Bureau - European Regional Office at the latest by **3 October 2008** either by fax +41 22 7051109 or e-mail [europa@scout.org](mailto:europa@scout.org).

## Additional information

If you need any further information please contact Milutin Milošević, Adult Resources Director on e-mail: [milutin@scout.org](mailto:milutin@scout.org).

## Annexes

- Application Form
- Visa Form

