

Name:	
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Aim:

To enable an adult to participate fully as a member of the Appointments Advisory Committee

Topics covered:

- Understanding the structure of the Appointments Advisory Committee
- Understanding the responsibilities of the Appointments Advisory Committee
- Understanding the Appointment Process
- Knowing how to run effective approval meetings

Test yourself questions

<p>1. How can the appointment process be made welcoming and nonthreatening?</p>	<p>3. What are the main responsibilities of the Appointments Advisory Committee?</p>
<p>2. How many people should be present at an approval meeting?</p>	<p>4. When arranging or running an approval meeting what factors might you need to consider?</p>

Details of my experience:

Enter here the details of any recent experience you have gained on this topic. For example, if you attended a course, who ran the course? Where? When?

How is this module validated?

To validate this module you will need to:

Discuss with a Training Adviser the purpose of the appointment process in Scouting and steps that must be taken to ensure that it is welcoming, non-threatening and effective in appointing as far as possible only fit and proper persons

And complete two of the following:

- Describe the appointment process
- Explain how the approval meeting should be prepared and conducted to ensure that it is non-threatening to the adult
- Demonstrate effective questioning technique as part of the appointment process
- Arrange and take part in an effective approval meeting
- Describe the key items that should be checked to ensure that an individual is fit and proper to hold an appointment in Scouting
- Describe the responsibilities of the Appointments Advisory Committee
- Any other ideas, subject to agreement with a Training Adviser

And (if taking part in approval meetings): Take part in approval meetings for two people. Discuss with your Training Adviser how the approval meetings were arranged and how the committee members reached their conclusion

I have chosen the following to validate this module:

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Signed by TA	
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