



**SCOUTS**<sup>®</sup>  
Creating a Better World

World Organization of the Scout Movement  
Organisation Mondiale du Mouvement Scout  
Всемирная Организация Скаутского Движения  
Organización Mundial del Movimiento Scout  
المنظمة العالمية للحركة الكشفية

**World Scout Bureau, Asia-Pacific Regional Office**  
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## **Circular No. 18, series of 2014**

To: Chief Commissioners  
International Commissioners  
Chief Scout Executives

10 October 2014

### **50<sup>th</sup> Asia- Pacific Regional Basic Management Course for Scout Executives**

Dear Colleagues:

Greetings from the Asia- Pacific Regional Office!

The Asia- Pacific Region has been organizing Basic Management Course for Scouts Executives since 1972 in order to strengthen the managerial and professional competencies of full time Scout executives and volunteers to effectively perform their responsibilities and meet emerging challenges in serving the national Scout organizations in the Asia- Pacific Region.

Please be informed that the Bharat Scouts and Guides will host the 50<sup>th</sup> Asia- Pacific Regional Basic Management Course for Scout Executives in Kolkata on February 2015.

The course details are as follows:

- Venue:** State Training Center, West Bengal State  
Ganganagar, 24 RGS (North), Kolkata, India
- Dates:** 4 to 14 February 2015  
*Professionals (full time) executives are expected to arrive on 3<sup>rd</sup> February and may leave on 15<sup>th</sup> February.*  
*Volunteers may arrive on 3<sup>rd</sup> February and may leave on 10<sup>th</sup> February and those who may wish to attend full course may continue up to 14<sup>th</sup> February and may leave on 15<sup>th</sup> February.*
- Fees:** The fee is US\$150.00 per participant, which will cover inland transportation, food, accommodation, course materials and educational tour.
- Participants:** Professional Scout Executives and Volunteers in executive positions at the national and sub-national levels. Potential Professional Scouters may also be nominated to take part in the course.
- Course staff:** Experienced and competent International and local subject matter experts will be invited as resource speakers and facilitators to serve in the course. Support staff will be from the host association. Scout Executives from APR will coordinate this course

#### **Course Design:**

Please be advised that the course is redesigned and divided into three categories:

##### **1. Scout**

Fundamental Principles of Scouting, Mission and Vision of Scout Movement, Philosophy of Professional Scouting, Youth Program, Adults in Scouting, WOSM Strategy, World Scouting Projects, Growth, etc.

2. Basic Management

Leadership, Strategic Management, Conflict Management and Decision Making, ICT, Branding and PR, Financial Management, Resources Management, Change Management, Events Management, HR in an organization, Job Position Analysis and KRAs, etc.

3. Personal Development

Public Speaking, Self Management and Stress Management, Time Management, Relationship Skills, etc.

The final day to day program will be shared in due course.

**Pre- Course**

**Assignment:**

The WSB/ APR will issue the pre- course assignment by first week of December. Participants are expected to complete these assignments and submit to APR office on 15 January 2015.

**Weather:** This months' normal temperature ranges from 15.9°C to 30.3°C

**What to bring:** Scout uniform, personal kit, jacket and light cotton clothing is advisable.

As the course will have limited seats, may we request you to send the nominations of your participants on the attached reply slip in order of priority. We assure that each NSO will have at least 2 participants from the names submitted to us. We will appreciate receiving the reply slip not later than **30 November 2014**. The confirmation will be sent to NSO latest by 20 December 2014.

Looking forward to your response.

Yours in Scouting,



**J RIZAL C PANGILINAN**  
Regional Director

**50<sup>th</sup> APR Basic Management Course for Scout Executives**  
Kolkata, India  
4 to 14 February 2015

**REPLY SLIP**

National Scout Organization: \_\_\_\_\_

- The following Scout Leader/s from our Scout association will participate in the 50<sup>th</sup> APR Basic Management Course in India.  
(Please place the name of participant in order of priority)

No	Name	Position in Scouting	Professional or Volunteer	Age	Email ID	Mobile No.
1						
2						
3						
4						

Remarks: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Designation: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please send this reply slip not later than **30 November 2014**.

<p>To: <b>Shri B. I. Nagarale, I.A.S. (Retd.)</b> National Commissioner The Bharat Scouts and Guides 16 Mahatma Gandhi Marg Indraprastha Estate New Delhi 110002, INDIA Email: <a href="mailto:info@bsgindia.org">info@bsgindia.org</a> <a href="mailto:b.i.nagarale@gmail.com">b.i.nagarale@gmail.com</a></p>	<p>Cc: <b>Mr. J Rizal C Pangilinan</b> Regional Director World Scout Bureau / APR ODC International Plaza Building 219 Salcedo St., Legaspi Village Makati City, Philippines Tel No: +63 2 8180984 +63 2 8171675 Fax No: +63 2 8190093 Email: <a href="mailto:asia-pacific@scout.org">asia-pacific@scout.org</a> <a href="mailto:christeen@scout.org">christeen@scout.org</a></p>
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