



**Mountain
Training**
Scotland

**Becoming an MTS approved PROVIDER
and/or TUTOR for the Mountain
Training Personal Skills training
schemes**



Mountain Training
Skills

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About Mountain Training Scotland and the Mountain Training Qualification and personal skills training schemes

Mountain Training's aim is to inspire, enable and develop people in walking, climbing and mountaineering through the provision of nationally and internationally recognised skills training and leadership qualifications. To make this a reality, we have developed a range of nationally-recognised mountain leadership, instruction and coaching awards, as well as personal skills training courses. Our qualification and skills courses are run by approved Providers, based throughout the UK and Ireland, who in turn are administered, managed and supported by their national Mountain Training organisation.

In Scotland this national Mountain Training organisation is Mountain Training Scotland. Since 1964 Mountain Training Scotland has provided and overseen training and assessment of consistently high quality in the skills required for the safe leadership and instruction of climbing and hillwalking in Scotland. This is primarily through the provision of [UK-wide personal skills training and qualification schemes](#) under the Mountain Training* banner.

Mountain Training Scotland (MTS), as one of five National Mountain Training Boards, works closely with the central co-ordinating body, Mountain Training United Kingdom, to develop and manage a portfolio of qualification schemes. This ensures parity in the personal skills training and qualifications' syllabi, and consistency of delivery across all the National Mountain Training Boards throughout the UK and Ireland.

*Mountain Training – this is the brand of Mountain Training UK and Ireland and the associated five National Mountain Training Organisations. It is a trading name only. It serves to create a “one stop shop” for candidates to interact with via the website and the Candidate Management System – the database that stores all candidate registration and qualification records. Candidates can register on [range of qualification and skills training schemes](#) using the same candidate account.

Becoming a Course Provider for Mountain Training personal skills training schemes

The Mountain Training personal skills training schemes such as Hill & Mountain Skills and Rock Skills are practical introductions to the skills required to get started in these activities. These personal skills training courses aim to prepare participants with the core skills required to start pursuing their own participation in the activity as a leisure time activity having been equipped with the basic essential knowledge and safety skills. Mountain Training skills training courses are provided by Mountain Training approved [Course Providers](#) and staffed exclusively by Mountain Training approved [Tutors](#).

What is a Provider?

Providers are approved entities (organisation or individual) responsible for ensuring, amongst other matters, that skills courses, training and systems supplied by the Provider are strictly in accordance with the procedures set out in the Mountain Training Scotland Quality Manual (and associated scheme handbooks) and as detailed in the Provider Agreement.

MTS Skills Scheme Provider responsibilities

Mountain Training Scotland approves and accredits Providers (on a franchise basis) for the purposes of developing and operating the Mountain Training personal skills training schemes such as [Hill and Mountain Skills](#), and [Rock Skills](#).

Mountain Training Scotland only consider applications from those who wish to run courses in areas where we do not have provision/have access to a previously inaccessible market, and are able to generate a solid, sustainable market to reliably run a significant number of courses in the future.

It is a condition of acceptance that all Providers are expected to provide a minimum of at least three courses (in the scheme or schemes they are approved for) in their first year.

Providers must deliver at least one personal skills training course, for each personal skills training scheme they are approved for, and attend a relevant personal skills training scheme update workshop and a Mountain Training Scotland Provider seminar every three years to retain approval. If this is not achieved the approval will be removed.

Providers are responsible for ensuring, amongst other matters, that courses, training and systems supplied by the Provider are strictly in accordance with the procedures set out in the Mountain Training Scotland Quality Manual and as detailed in the Provider Agreement.

Providers deliver, according to staff and ratio requirements set by MTS, these courses using Mountain Training approved [Tutors](#) supported by appropriately experienced and qualified staff.

Providers create a business case for providing Mountain Training skills training schemes as a Mountain Training Scotland Provider (which in addition to creating a business case also must meet the technical and other requirements as outlined in the MTS Quality Manual) and submit this application for consideration by the Board of Mountain Training Scotland via the Executive Officer. Successful applications are conditionally approved by the Board.

There are two key considerations in this application, catchment and base facilities:

Catchment

A Provider must demonstrate a specific catchment of participants. Supporting evidence such as letters from organisations that intend to send participants on the courses should be supplied with the application.

Base Facilities

Skills training courses can either be:

- a. Skills scheme courses can be based residentially with participants being accommodated at a suitable venue, which must have adequate accommodation, amenities and briefing facilities. If not residential, then the premises used as the course base must have proper indoor briefing facilities available for theory sessions and adequate 'comfort' facilities. If providers choose to use public areas (such as cafes) for lectures, briefings/debriefings, then they must ensure that this does not infringe in any way the delivery of those aspects of the course.
- b. Whatever the domestic circumstances, the course base must allow easy and convenient access to appropriate venues which are conducive to the fulfilment of the skills course with minimal travel time. Should access to appropriate venues be considered too lengthy, then the provider is required to ensure that additional course time is made available to accommodate this without infringing on the minimum course time required to deliver the course syllabus.



Applying to become a MTS Skills Scheme Provider

MTS accepts applications once year via the attached application form. NOTE: Applications must also contain who the associated Tutors will be.

The closing date for applications is the 1st December. Applications are then reviewed, and applicants informed of the results by the 31st January.

New Provider Induction

All newly approved Providers must attend a Mountain Training Scotland Provider on-line induction prior to providing and running their first course. Procedures for creating courses and course reports using the Candidate Management System (CMS), programming, resources and other relevant issues will be covered.

Provider Annual Fee

It is a condition of approval that all Providers must pay an MTS annual fee (currently £125 which includes one 'free' Tutor place, plus £20 for each additional Tutor). This fee covers the minimum required 'once every three years' moderation visit to each Provider. It also covers all personal skills training schemes the Provider is approved to provide.

This is payable from the 1st January each year and covers the year until the 31st December of that calendar year. If the annual fee remains unpaid, approval to run courses will automatically lapse.

Provider Course Fees

Providers are responsible for registering candidates on their chosen skills scheme or schemes and adding them to the Provider's course. This process must be done by the provider and will require minimal data.

The course place fees will be £6 per participant for one day courses (eg: Rock Skills Introduction) and £10 per participant for two day courses.

The CMS will automatically bill providers for these fees, once a course report has been submitted and signed off by MTS Technical staff, and these fees will show and can be paid on the 'Financial' tab of your provider account e.g. if there are six candidates on a Rock Skills introduction and they all complete the course this will create a bill payable to MTS of 6 x £6 =£36.

The course place fee covers the cost of administration, registration, access to DLOG, certificates, participant Mountain Training personal skills resource packs and VAT where applicable.

Mountain Training Personal skills Resource Packs

All Providers are issued a number of resource packs ('Safety on Mountains' books, timing cards for Hill and Mountain Skills providers; 'New Rock Climbers' booklets for Rock Skills providers; and new A5 skills certificates for participants completing a skills course). The Provider is responsible for these packs and is liable for the cost of replacing them should any be lost and not accountable via numbers logged via submitted course reports. New packs can be ordered direct from Mountain Training Customer Services Team.

Becoming a Tutor for Mountain Training personal skills training schemes

What is a Tutor?

Tutors are national Mountain Training organisation approved individuals used by Course Providers to 'front up' Mountain Training personal skills training courses. The Tutor's key role is to manage the effective facilitation of the personal skills training syllabus during the provision of a course. This is achieved by overseeing and co-ordinating the in-put of all staff involved, while shaping the course to adapt to individual participants' abilities and experience, taking into account the prevailing environmental conditions. Their key task is to introduce each of the syllabus skills in a progressive way, so that they are easy to understand, whilst maximising the opportunity for participants to practice the relevant and appropriate techniques and skills.

Tutors are approved and supported by their national Mountain Training organisation to deliver a skills scheme for a specific Provider. NOTE: Tutors have no status unless they are attached to a Mountain Training approved Course Provider(s).

Tutor Person Specification

Course tutors are expected to be current committed mountaineers, hill walkers or climbers who actively participate and can inspire the new generation. Tutors are also expected to be committed towards their own personal development and evidence of this is required to support the application.

Tutors should have the essential and desirable qualities as follows:

Essential:

- Have held the relevant or higher award for at least 12 months.
 - Hill Skills – **Hill and Moorland Leader**
 - Mountain Skills - **Mountain Leader**
 - Rock Skills Introduction – **Rock Climbing Instructor**
 - Rock Skills Intermediate – **Rock Climbing Instructor**
 - Rock Skills Learning to lead (sport and trad, combined tutor approval) – **Rock Climbing Development Instructor** or **Mountaineering and Climbing Instructor**
- Have gained a MINIMUM of 20 quality sessions (5+ hours) sole leadership experience post assessment relevant to the scheme being applied for. This should include a mixture of venues and activities. In the case of 'Rock Skills Learning to lead' applicant experience should include 20+ sport and trad teaching leading sessions. Indoor experience will not suffice.
- Substantial experience as a leader or instructor in a variety of locations (relative to scheme)
- Have completed the MTS Teaching and Learning Skills course
- Have completed the MTS Decision Making and Leadership course
- Meet the requirements of the [MTS Safeguarding Children, Young People and Adults Policy and Procedures](#).
- Have a genuine enthusiasm for hill walking or climbing (relative to scheme)

Desirable:

- Substantial personal experience mountain walking or climbing in a variety of UK and worldwide locations.
- Completed Foundation Coach (for Rock Skills schemes Tutors only).
- Evidence of working on introductory courses or schemes.
- Be a member of a mountaineering council OR a mountain association: MTA, AMI, BAIML or BMG
- Commitment to ongoing Continued Personal Development.

Applying to become a MTS Skills Scheme Tutor

New Tutor applications (made by MTS approved personal skills training scheme Providers wishing to use individuals not previously approved) are accepted once year via the attached application form. The closing date for applications is the 1st December. Applications are then reviewed, and applicants informed of the results by the 31st January.

Tutor Probationary approval

If an application is successful Tutors must complete an on-line Mountain Training Scotland Tutor induction. Procedures for creating courses and course reports using the Candidate Management System (CMS), programming, resources and other relevant issues will be covered.

Once an induction is completed the Tutor will be granted probationary approval to run an initial course for their Provider.

NOTE: This probationary approval has a 'life' of 12 months and is dependent on the continued support of the original Provider who supported the Tutor's application. Probationary Tutors **MUST** complete both their induction and have run their initial course within this period. If a Tutor does not meet these requirements in the required time frame then their probationary approval will be withdrawn.

Once approved, the Tutors may work for any approved MTS personal skills training Provider on any appropriate courses, for example Hill skills Tutors can work for Hill Skills Providers. This is conditional on the Provider having linked the Tutor to their Provider account in CMS.

Providers and Tutors retaining currency and approval

Continued approval to deliver MTS courses is dependent upon:

- satisfactory moderation reports
- adhering to the MTS Code of Professional Conduct
- attendance at Mountain Training Scotland All Provider, Course Director, Trainer, Assessor and Tutor seminars (at least once every three years)
- attendance at scheme specific and workshop events (at least once every three years)
- regular involvement with courses for which they have Provider/Tutor approval. At an absolute minimum this would be providing/working on a course for which they are approved/are Tutor at least once every three years to retain their approval.

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