



**Becoming a Mountain Training Scotland  
approved provider and/or tutor for the  
Mountain Training Skills courses**



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## About Mountain Training Scotland, the Mountain Training qualifications and the Skills courses

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, instructional and coaching awards, as well as Skills 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.

Mountain Training Scotland is the Mountain Training organisation which has overseen the training and assessment of safe leadership and instruction of climbing and hillwalking in Scotland since 1964. This is primarily through the provision of the UK-wide Mountain Training qualification pathways and skills courses.

Mountain Training Scotland, as one of five National Mountain Training Boards, works closely with the central co-ordinating body, Mountain Training United Kingdom & Ireland, to develop and manage the portfolio of qualifications. This ensures consistency in the skills courses and qualification 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 and where candidates can register on qualifications and skills courses.

## Becoming a provider for Skills courses

The Skills courses, Hill & Mountain Skills and Rock Skills, are practical introductions to the core skills required to get started in these activities. Candidates should feel empowered to start pursuing their own participation in the activity having been equipped with the basic essential knowledge and safety skills.

Skills courses are provided by Mountain Training approved providers and staffed by Mountain Training approved tutors.

### **What is a Provider?**

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

### **Skills Provider responsibilities**

Mountain Training Scotland approves providers (on a franchise basis) for the purposes of delivering Mountain Training Skills courses (Hill and Mountain skills and Rock skills).

Mountain Training Scotland only considers applications from potential providers in areas where we do not have provision or have access to a previously inaccessible market. Applicants should also be 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 Skills courses (of the course types they are approved for) in their first year.

Providers must deliver at least one Skills course for each of the course types they are approved for every three years to retain approval. Their attached tutors must attend relevant Skills course 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 Skills courses, training and systems supplied by them 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 Skills courses using Mountain Training approved tutors supported by appropriately experienced and qualified staff, in accordance with staff and ratio requirements set by Mountain Training Scotland.

Providers create a business case for providing Skills courses as a Mountain Training Scotland Provider (they must also meet the technical and other requirements outlined in the Mountain Training Scotland 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 courses can either be:

- a. Skills courses can be based residentially with participants being accommodated at a suitable venue with 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 toilet 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. 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 Skills course syllabus.

### **Applying to become a Mountain training Scotland Skills course provider**

We accept applications once year. For an application form, potential applicants should email:

[scotland@mountain-training.org](mailto:scotland@mountain-training.org)

NOTE: Applications must also contain who the associated Tutors will be.

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

### New Provider Induction

All newly approved Skills course 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 annual fee (currently £125 which includes one 'free' Tutor place, plus £20 for each additional Tutor). This fee also covers the minimum required 'once every three years' moderation visit to each Provider. One annual fee covers all the types of Skills courses the Provider is approved to provide.

This fee 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 course(s) and adding them to the provider's course. This process must be done by the provider and will require minimal candidate data.

The course place fees as of 2024 are as follows:

Course type:	Course place fee to provider from 01/04/2024:
Rock Skills Introduction	£6
Rock Skills <ul style="list-style-type: none"> <li>• Intermediate</li> <li>• Learn to Lead Sport Climbs</li> <li>• Learn to Lead Trad Climbs</li> </ul>	£10
Hill & Mountain Skills <ul style="list-style-type: none"> <li>• Hill Skills</li> <li>• Mountain Skills</li> </ul>	£10

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The CMS will automatically bill providers for these fees, once a course report has been submitted and signed off by Mountain Training Scotland 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 of 6 x £6 =£36.

The course place fee covers the cost of administration, registration, access to DLOG, certificates, and VAT where applicable.

### **Mountain Training Skills course certificates**

All providers are issued a pack of A5 skills certificates for participants upon completion of a Skills course. The provider is responsible for these certificates and is liable for the cost of replacing them should any be lost and not accountable via numbers logged when submitting course reports. New packs of certificates can be ordered direct from the Mountain Training customer service team.

## **Becoming a Tutor for Mountain Training Skills courses**

### **What is a Tutor?**

Tutors are Mountain Training approved individuals used by providers to deliver the Skills courses. The tutor's key role is to manage the effective facilitation of the Skills course syllabus over 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 skills courses for providers. 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 others. Tutors are also expected to be committed towards their own personal development and evidence of this is required to support the tutor 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 course(s) 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 Mountain Training Scotland Delivering impactful learning, becoming a better instructor, coach, outdoor teacher workshop
- Have completed the Mountain Training Scotland Leadership and Decision-making workshop
- Meet the requirements of the Mountain Training Scotland [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 course tutors only).
- Evidence of working on introductory courses or schemes.
- Be a member of a mountaineering council OR an association: MTA, AMI, BAIML or BMG



- Commitment to ongoing Continued Personal Development.

### **Applying to become a Mountain Training Scotland Skills course tutor**

New Tutor applications (made by approved Skills course 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 online 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 Mountain Training Scotland Skills course 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 Skills courses through Mountain Training Scotland is dependent upon:

- satisfactory moderation reports.
- adhering to the Mountain Training Scotland's Code of Professional Conduct.
- attendance at Mountain Training Scotland al-provider, course director, trainer, assessor and tutor seminars (at least once every three years).
- attendance at Skills course specific workshop events (at least once every three years)

- regular involvement with courses for which they have provider/tutor approval.  
(at 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).

**END**