

# Reigate & Banstead Voluntary Service

## Training Bulletin

September 2011

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*\*\*Let us know your training needs!\*\**

*E-mail [info@rbcvs.org.uk](mailto:info@rbcvs.org.uk) or call*

*01737 763156*

# Courses & Seminars

## Safeguarding Adults: Voluntary & Community Awareness Level 1

Venues within Surrey, cost £50 per person to include refreshments

A small number of places on this course remain. There are a number of venues and dates to choose from. For further information and to book call 01372 833099 or email [safeguardingadults.training@surreycc.gov.uk](mailto:safeguardingadults.training@surreycc.gov.uk)

## Teaching Skills & Equality Training with Excellence in Learning

Excellence in Learning have organised a range of courses around teaching skills, management and so on. If you would like to enhance your skills, or just find out more, see their website, [www.excellence-in-learning.co.uk](http://www.excellence-in-learning.co.uk).

## Funding & Bid-Writing Courses

### National Training Resources

Bid-Writing courses are taking place in London on 23<sup>rd</sup> Sept and 11<sup>th</sup> November, starting from £259. Other funding courses are also taking place in London, Birmingham, Liverpool and Leeds. Further information and how to book these and other courses can be found at: [www.national-training.com/events](http://www.national-training.com/events).

## Breaking Down Barriers: Confidence Building Course

27<sup>th</sup> September, Crawley

A course designed to help attendees improve their self-esteem. Breaking Down Barriers also have other courses available. For further information go to:

[www.breakingdownbarriers.org.uk/training.html](http://www.breakingdownbarriers.org.uk/training.html)

## Communicating with Children: London - 23rd November 2011

This unique new training course draws on essential tools and creative ideas for practice in communication with children and young people drawn from very recent developments in practice, policy and research. It is suitable for newly qualified and experienced professionals and useful for a wider body of child care professionals.

**Cost:** NCB Members - £118.80, Non NCB Members - £150.00

For further details about the training course and to book a place contact Natalie at [nnaraine@ncb.org.uk](mailto:nnaraine@ncb.org.uk)

## Training on the Commissioning Process

FaithAction and NCB are working in partnership to provide practical training that will help you to understand the commissioning process and improve your organisation's chance of winning government contracts to deliver health and social care services.

This training is aimed at organisations working with children, young people and families and available currently at a subsidised cost of £50. Dates and venues are:

- 15th November 2011 – Birmingham
- 25th January 2012 – Manchester
- 28th February 2012 - London

For further information, please call 020 7843 6086.

## Mentoring & Befriending: New National Training Programme

The Mentoring & Befriending Foudation now has a training programme that can be delivered in a number of ways, either at pre-arranged events or as a bespoke service. See their website for full details: <http://www.mandbf.org/training-and-events> or call 03300 882877

## NIACE Training: For the Sector and the Public

The National Institute for Adult Continuing Education provide a range of training aimed at both the Voluntary/Community Sector and the public. For further information go to [www.niace.org.uk](http://www.niace.org.uk), e-mail [events@niace.org.uk](mailto:events@niace.org.uk) or call 0116 204 4200

## Learning with Leaders: Chief Executives Events

Provided by ACEVO

A series of events providing space for leaders to hear from high profile speakers on topical issues such as managing change, the economy and leading into the future. Further information is available by e-mailing [events@acevo.org.uk](mailto:events@acevo.org.uk)

## Computing for the Beginner: Merstham Community Facility Trust & WEA

The Workers Education Association run free courses at Merstham Community Facility. The next Computing for the Beginner course takes place on 1<sup>st</sup> November. Please call 0800 328 1060 for further information and to book.

## E-Marketing Courses: The Media Trust

**4<sup>th</sup> October, London, from £75**

The Media Trust run a number of one-day events and courses, aimed at informing various groups about a number of issues, including E-Marketing, Social Media, Copy Writing, Proof Reading and many more related topics that could help you make the most of each opportunity to promote your organisation. They also run bespoke courses. Further information is available at <http://www.mediatrust.org/get-support/training/>, or call 020 7871 5600

## ESOL Courses at Merstham Community Facility

Merstham Community Facility host courses for those whose primary language is not English. More information is available at [www.mcft.org.uk](http://www.mcft.org.uk) or by calling 01737 645 217.

## Sustain Network

Sustain Network is a national association of Business Advisors with experience in the public, private, charity and social enterprise sectors who will offer their support to help your organisation become more sustainable. They provide training and expertise in a number of areas. Contact them for further information on 07879 691418 or e-mail [info@sustainnetwork.co.uk](mailto:info@sustainnetwork.co.uk)

## Train the Trainer: CIEH Level 3 Award in Training Skills in Practice: January 2012

Chartered Institute in Environmental Health & NHS Surrey

This course is for staff across the statutory and voluntary agencies within Surrey only. (A commitment to assist with the delivery of relevant training in the future will be a prerequisite of attendance). Dates in January are available. The course will be delivered at Elmbridge Borough Council, full details are available by e-mailing [surreyjointraining@surreypct.nhs.uk](mailto:surreyjointraining@surreypct.nhs.uk) or call 01932 723885.

## Surrey Community Action

SCA run a number of courses for people working in the Voluntary Sector. Below is a list of some of the courses you may be interested in; further information is available at [www.surreyca.org.uk](http://www.surreyca.org.uk)

### Conflict Management & Resolution

**20th October, 9.30am – 12.30pm at Reigate Town Hall**

Fee: SCA Members £49, Voluntary Sector £75, Other Sectors £100

### Managing Change

**20th October, 1.30pm – 4.30pm at Reigate Town Hall**

Fee: SCA Members £49, Voluntary Sector £75, Other Sectors £100

### Using MS Excel: An Introduction

**14th November 10am – 3.45pm at Reigate Town Hall**

Fee: SCA Members £99, Voluntary Sector £125, Other Sectors £175

### Developing & Leading Effective Teams

**23rd November at Reigate Town Hall (1 day)**

Fee: SCA Members £99, Voluntary Sector £125, Other Sectors £175

### Data Protection

**23rd November, 11.30am – 4.15pm at Redhill Methodist Centre**

Fee: SCA Members £99, Voluntary Sector £125, Other Sectors £175

### Trustee Training: Innovation & Change

**28th November, 9.30am – 12.30pm at Reigate Town Hall**

Fee: SCA Members £49, Voluntary Sector £75, Other Sectors £100

## Contact Us

If you have something to add to our future newsletters and bulletins, or need help accessing any of our publications, please do get in touch:

Call us on 01737 763 156 or e-mail [info@rbcvs.org.uk](mailto:info@rbcvs.org.uk)

Websites: [www.rbcvs.org.uk](http://www.rbcvs.org.uk) or  
[www.reigateandbansteadvolunteercentre.org](http://www.reigateandbansteadvolunteercentre.org)

*We'd also like to hear about your training needs. If you feel there are areas that need more coverage, your staff or volunteers need specific training, current training is not easy to access or in the right location, or you need more cost effective training and training resources, call or e-mail us and let us know your thoughts and needs. We will be presenting further training in the near future – **you can influence what we do!***

### Disclaimer

The opinions expressed in this publication are not necessarily those of the Reigate & Banstead Voluntary Service Ltd, its trustees or staff. Whilst every effort has been made to ensure accuracy, we cannot be held liable for the accuracy of the information. Reigate & Banstead Voluntary Service Ltd is not responsible for the content of external web sites mentioned in this newsletter.

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