

DATE(S):

Monthly from
January 2010

**Bookings Close 1
month before the
session you want
to attend**

Venue:

PHEW Centre

52 Bartholomew Street,
Exeter EX4 3AJ

Times:

2pm to 4pm

Cost:

£60.00

**FREE to those
volunteering in MIND**

Lead Teacher:

Mandy Williamson

Course Level:

1

Entry

Level = Pre-GCSE

Level 1 = GCSE D to G

Level 2 = GCSE A to C

Level 3 = A Level
Standard

Volunteering Skills Course

Supporting volunteers is a crucial part of any organisation working with volunteers. To enable this to happen, we have developed a volunteering programme to enable people to gain and expand their skills as they prepare or start volunteering.

Each session is in two parts:

- Part A is for those new to volunteering and wishing to volunteer at MIND. This will give you the opportunity to explore what MIND is, meet the chief executive and chat over a coffee. You will also be supported to complete relevant paperwork including a Criminal Records Bureau form and the new Independent Safeguarding Authority paperwork.

We will then have a short refreshment break, where those who are looking to volunteer outside of MIND can join the group.

- Part B is an opportunity to explore the following topics on a monthly basis:
 - Motivation;
 - Support & Supervision;
 - Working Safely;
 - Working in Groups;
 - Entry and Exit;
 - Difficult Behaviour;
 - Child Protection;
 - Confidentiality;
 - Difficult Situations;
 - Managing Time;
 - Managing Change;
 - Customer Care.

All sessions are delivered in a relaxed atmosphere and participants can join at any time as the topics can be taken in any order .

These sessions are available for individuals
wishing to volunteer for other organisations

For further information about any of our Learning and Development opportunities, please do not hesitate to contact us.