

Training Courses for Voluntary & Community Groups



Harbourside Training will be running the following courses during Autumn/Winter 2008 & Spring 2009. Full details can be found on the website at www.farehamaction.org.uk/training or contact us for a detailed flyer. To provisionally book a place or for more information, please e-mail training@farehamaction.org.uk or phone 01329 223145 / 231899.

Keeping Volunteers

Thursday 2nd October 9.30am – 3.00pm Fareham
Cost: free of charge including lunch

First Aid – Appointed Person Course X2

Monday 3rd November 9.30am – 3.30pm Leigh Park
Cost £25 (or £50 to non voluntary/community organisations). Please bring your own lunch.

Child Protection Awareness

Thursday 23 October 9.30am - 1.30pm Gosport
Cost £18 (or £50 to non voluntary/community organisations).

Fundamentals of Food Hygiene

Tuesday 28 October 9.30am - 3.30pm Emsworth
Cost £25 (or £50 to non voluntary/community organisations). Please bring your own lunch.

Personal Safety & Lone Working

Friday 21 November 9.30am – 12.30pm Fareham
Cost £18 (or £50 to non voluntary/community organisations).

Attracting Volunteers

Wednesday 26 November 9.30am – 3.00pm Gosport
Cost: free of charge including lunch

Awareness of Mental Health

Monday 10th November 10.00am - 2.00pm Gosport
Cost £18 (or £50 to non voluntary/community organisations).

Using the Media Effectively

Friday 5th December 9.30am - 12.30pm Emsworth
Cost £18 (or £50 to non voluntary/community organisations).

The following are additional courses that we are able to put on thanks to funding from the Big Lottery. All will cost £25 for voluntary/community organisations, including a light lunch (or £50 to statutory organisations, social enterprises and businesses).

If the course venue is Portsmouth please contact PCCS for more details:

Tel: 023 9288 2432 Email: Shelagh.simmons@portsmouthccs.org.uk .

For all other venues, please contact Harbourside Training:

Tel: 01329 223155 Email: training@farehamaction.org.uk .

Setting Up a Community Organisation

Wednesday 24th September 10.00am – 4.00pm Portsmouth

Organising an Event

Tuesday 30th September 9.30am – 3.00pm Fareham

Interviewing Skills

Wednesday 15th October 9.30am - 3.30pm Gosport

Introduction to Sustainable Funding (in two parts)

Thursday 9th & 16th October 9.30am – 12.30pm Portsmouth

Grant Funding

Wednesday 5th November 2008 9.30am – 3.30pm Portsmouth

Powerpoint for Beginners

Tuesday 2nd December 10.00am – 2.00pm Paulsgrove

Good Practice in Working with Volunteers

Wednesday 21st January 2009 9.30am-3.30pm Portsmouth

The Requirements of the Disability Act

Spring 2009 Details to be confirmed Fareham

Get your Organisation on the Web

Spring 2009 Details to be confirmed Paulsgrove

Creating Leaflets using Publisher

Spring 2009 Details to be confirmed Havant