**Training – how can we help?**

Our Development Service offers training across a wide variety of areas. We want to help you by providing the training that you need. Please can you help us to put together a training plan that suits you by answering the following questions:

|  |  |
| --- | --- |
| **Setting up a group**  Would you be interested in attending training about: | |
| * Bringing people together / setting up a group | yes / no |
| * Constitutions – what are they | yes / no |
| Is there any other training in this area that you feel that your or your group would benefit from? | |
|  | |
|  | |
|  | |
|  | |
| **Managing your group**  Would you be interested in attending training about: | |
| * Trustees’ roles and responsibilities | yes / no |
| * Basic book keeping | yes / no |
| * Business planning | yes / no |
| * Using social media | yes / no |
| * Converting to a Charitable Incorporated Organisation (CIO) | yes / no |
| Is there any other training in this area that you feel that your or your group would benefit from? | |
|  | |
|  | |
|  | |

PTO

|  |  |  |
| --- | --- | --- |
| **Running your group safely**  Would you be interested in attending training about: | | |
| * Risk assessments | | yes / no |
| * Health and safety | | yes / no |
| * Food safety | | yes / no |
| * Safeguarding (children and young people) | | yes / no |
| Is there any other training in this area that you feel that your or your group would benefit from? | | |
|  | | |
|  | | |
|  | | |
|  | | |
| **Funding**  Would you be interested in attending training about: | | |
| * Writing funding applications | | yes / no |
| * A to Z of Fundraising | | yes / no |
| Is there any other training in this area that you feel that your or your group would benefit from? | | |
|  | | |
|  | | |
|  | | |
|  | | |
| Your name: |  | |
| Name of Group: |  | |
| E mail: |  | |
| Phone: |  | |

Please note that your details will only be used for the purposes of contacting you about the training that we offer and will not be passed to any third parties