

# VOLUNTEER

*enterprises limited*



**PROVIDING INNOVATIVE TRAINING AND SUPPORT SOLUTIONS  
TO DEVELOP VOLUNTEER INVOLVEMENT ACROSS ALL SECTORS**

## **Calendar courses**

The courses listed in this brochure will be included in our training calendar during the year with dates and times. These are for staff and volunteers. Further information, including how to book, is available through our website.

## **On Demand courses**

We have a number of fully online On Demand courses available anytime, on any device for you to complete in your own time. More information can be found in this brochure.

## **Tailored training**

Why not explore the option of us delivering training specifically for your organisation? Contact Volunteer Now Enterprises Ltd for a quote.

## **Contacts**

Volunteer Now Enterprises Ltd



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028 9023 2020



[www.volunteernow.co.uk](http://www.volunteernow.co.uk)



[@VNEnterprise](https://twitter.com/VNEnterprise)

## **Subscribe to VTraining**

Keep up to date with the training we offer through our monthly newsletter by emailing your details to [training@volunteernow.co.uk](mailto:training@volunteernow.co.uk).

# Calendar Courses (via Zoom)

## Assessing Risk

In this new environment, we will explore why we need to assess risk when developing volunteering roles and how volunteer managers can implement this process.

## Befriending Training Workshop

This 2 hour workshop covers benefits of befriending, what is befriending, effective communication skills, boundaries. Includes a free Top Tips publication.

## The New Environment: Recruit, Retain, Reward Volunteers

Join us for a 1.5hr online session looking at volunteering during the pandemic and the future of volunteering post COVID-19.

## The New Environment: Support & Supervision of Volunteers

Join us for a 2 hour session where we will examine why support and supervision is important for volunteers and also your organisation.

## The New Environment: Volunteer Induction

This 1 hour session covers online induction, what to include, how to make it visually appealing, what would a volunteering want or need to know.

## The New Environment: Volunteers & the Law

In this 2 hour session, we will explore legal boundaries and clarify best practice when involving volunteers.

## Leadership & Why It Matters

During this 3 hour session, we will examine the difference between management and leadership, look at why leadership matters and what can be most difficult and challenging.

## Thinking of Myself as a Leader

This 3 hour session examines communication styles—your own and those of others. It also looks at conformity and why it matters when leading an organisation, programme or project.

## Leadership & Working With Teams

We will look at how we get the best from our teams in this 3 hour session. We will also look at how to effectively manage change within an organisation, programme or project.

## Leadership & Dealing With Conflict

Join us for this 3 hour session where we will examine leadership styles and theories, the principles of conflict management, recognise the REAL problem and deal with it.

## Diversity, Equity & Equality

Session 1: Decide & Involve  
Session 2: Variety & Education  
Session 3: Research & Strategy  
Session 4: Invest Together Yearly

## Inclusion, Equity & Equality

Session 1: Image & Nurture  
Session 2: Communication & Leadership  
Session 3: Understanding & Structures  
Session 4: Innovation, Objectives & Needs

[Click here to find available courses & dates](#)

Can't find what you are looking for? Want to talk through your ideas for training your staff or volunteers?  
Contact us to see what we can do!

# Calendar Courses

## **Keeping Adults Safe: Training for Staff & Volunteers**

This free 1 day certificated course looks at the legal and policy context of adult safeguarding, categories of abuse, how to respond to and report concerns, programme planning and code of behaviour.

## **Keeping Adults Safe: Training for Staff & Volunteers Refresher**

A free 3 hour certificated course which provides a refresher of all topics covered in Keeping Adults Safe: Training for Staff & Volunteers (see above).

## **Keeping Adults Safe: Adult Safeguarding Champion (ASC) & Appointed Person**

This full day's training covers role and responsibilities, safeguarding adults structure for NI, consent, capacity, coercion, organisational & Trust responsibilities and more.

## **Keeping Adults Safe: Adult Safeguarding Champion (ASC) & Appointed Person Refresher**

This half day refresher training is for people who have already attended the Adult Safeguarding Champion & Appointed Person training (see above).

## **Keeping Children Safe: Designated Officer (DO)**

In this 1 day certificated training, we will cover DO role and responsibilities, HSCT structures and processes, issues and experiences around referrals and sharing information & more.

## **Keeping Children Safe: Designated Officer (DO) Refresher**

This is a half day refresher training session for Designated Officers who have already attended a full day's training (see above).

## **Keeping Children Safe: Training for Staff & Volunteers**

This 1 day certificated course covers the legal and policy context of safeguarding children and young people, abuse issues, dealing with disclosure, reporting procedures and how to create a safe environment.

## **Keeping Children Safe: Training for Staff & Volunteers Refresher**

This half day certificated course provides a refresher on the topics covered in the Training for Staff & Volunteers course (see above).

## **Keeping Children & Adults Safe: An Introduction**

A 3 hour awareness course for those working with children and adults. It covers legal and policy context, abuse issues, reporting concerns, code of behaviour and much more.

## **Keeping Children & Adults Safe: Recruitment, Selection & Management of Staff & Volunteers**

Aimed at individuals who recruit, manage or supervise staff & volunteers working with children and/or adults. It will examine procedures for effective recruitment, selection & management.

[Click here to find available courses & dates](#)

**Can't find what you are looking for? Want to talk through your ideas for training your staff or volunteers?  
Contact us to see what we can do!**

# On Demand Courses

All our fully online On Demand Courses listed below are available anytime on any device! Once you have registered, you can complete the training in your own time and you can register for more than one On Demand Course. Find out more at the link below.

- **Adult Safeguarding Champion: Meeting the Requirements**
- **Attracting & Selecting Volunteers**
- **Keeping Adults Safe: See Something Say Something**
- **Keeping Children & Adults Safe: An Introduction for Management Committee Members**
- **Keeping Children Safe: Reporting Concerns**
- **Managing & Motivating Volunteers**

[Click here to find out more!](#)

# Investing in Volunteers

Whether your volunteer programme is well established or just developing, Investing in Volunteers offers you a framework of 6 Quality Areas for effective volunteer management—an invaluable resource for ALL volunteer involving organisations! Find out more at the link below.

[Click here to find out more!](#)



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