

roisin.kelly@nicva.org

NICVA also offers a bespoke training service to organisations. Please contact Roisin for more information:

effective risk management culture.

Some courses are running in partnership with Marsh and will give practical tips and help organisations to develop an

an effective board or management committee member.

training more accessible to committee members and volunteers, equipping them with the essential skills required to be effectively. There are four courses available as part of our new evening series. The aim of this series is to make NICVA The training ranges from improving your fundraising skills to courses that will help you manage your staff more

help cope with the tough times ahead.

organisations need to be equipped with practical solutions in the form of increased knowledge and improved skills to and community sector and through NICVA considering the environment in which we operate. NICVA recognises that The training on this calendar has been developed in response to the needs identified by organisations in the voluntary

Practical solutions in tough times

PROMOTING THE VOLUNTARY SECTOR
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Training Calendar - Practical solutions in tough times

March 2011 - August 2011



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PROMOTING THE VOLUNTARY SECTOR

Training Calendar March 2011 - August 2011

Date	Course	Time	Cost M/NM
1 March 2011	Running a charitable company	10.00am-1.00pm	£50/70
8 & 22 March 2011	Managing to fundraise *	10.00am-4.00pm	£150/220
15 March 2011	Effective committee meetings (E) *	5.30pm-8.30pm	£50/70
29 March 2011	Managing staff*	10.00am-4.00pm	£75/110
5 April 2011	Developing a risk management culture (M)	10.00am-1.00pm	£50/70
12 April 2011	Looking after your people in tough times (M)	10.00am-4.00pm	£75/110
12 April 2011	Effective minute taking (E)	5.30pm-8.30pm	£50/70
13 April 2011	Setting up a new fundraising campaign	10.00am-1.00pm	£50/70
19 April 2011	New solutions in tough times *	10.00am-1.00pm	£50/70
3 May 2011	Managing conflict in the workplace *	10.00am-4.00pm	£75/110
10 May 2011	Understanding finances as a board (E)	5.30pm-8.30pm	£50/70
11 & 25 May 2011	Understanding Performance Management *	10.00am-4.00pm	£230/330
17 May 2011	Winning grant applications	10.00am-1.00pm	£50/70
24 May 2011	Planning events and projects *	10.00am-4.00pm	£75/110
7 June 2011	Business continuity (M)	10.00am-1.00pm	£50/70
14 June 2011	Getting your message across	10.00am-1.00pm	£50/70
21 June 2011	Managing staff as a board (E)	5.30pm-8.30pm	£50/70
21 June 2011	Community and volunteer fundraising	10.00am-1.00pm	£50/70
28 June 2011	Presentation skills *	10.00am-4.00pm	£75/110
16 August 2011	Time management *	10.00am-1.00pm	£50/70
23 August 2011	Measuring your impact	10.00am-4.00pm	£75/110

* Accreditation available

(E) evening series for trustees, provided 5.30pm-8.30pm (M) courses offered in partnership with Marsh
M/NM refers to Member/Non member costs. NICVA members benefit from a 30% discount

All courses will be held in the NICVA conference facilities, 61 Duncairn Gardens, Belfast BT15 2GB.

For more information or to access a booking form please visit the training section on www.nicva.org or contact Roisin Kelly by email at roisin.kelly@nicva.org

As places are limited and demand is usually high please return your booking form as soon as possible and at least one week before the event. Individuals cannot be registered without receipt of a booking form.

Other events will be organised throughout the year and these will be promoted on www.nicva.org

The Vital Links project funded by the PEACE III programme provides free training to help organisations better understand how the institutions of government in Northern Ireland work. For more information, go to www.vital-links.org