


## Sunderland Voluntary Community Sector Workforce Development Training Programme

April – June 2009

Session	Date	Time
<b>Risk Analysis</b>	9 <sup>th</sup> April 2009	10:00 – 12:00
<b>Volunteer Recruitment &amp; Retention</b> (includes lunch) 	14 <sup>th</sup> April 2009	10:00 – 2:00
<b>Agenda's &amp; Minutes</b>	21 <sup>st</sup> April 2009	10:00 – 12:00
<b>Time Management</b>	6 <sup>th</sup> May 2009	10:00 – 12:00
<b>Introduction to Equal Opportunities</b>	20 <sup>th</sup> May 2009	10:00 – 12:00
<b>Project Planning</b>	3 <sup>rd</sup> June 2009	10:00 – 12:00
<b>Basic Project Finance*</b> (*for individuals from new and emerging community voluntary groups with little or no experience in finance)	17 <sup>th</sup> June 2009	10:00 – 12:00

### Prices

£5 per place	Sunderland CVS Members
£10 per place	Non members situated within Sunderland
£20 per place	VCS organisations situated outside of the City of Sunderland
£40 per place	Statutory / Private

\*Please note fees are non-refundable

If you require any additional information or wish to request a booking form please contact  
**Rob Charlton (0191) 565 1566**