



Voluntary
Action
Broxtowe

Eastwood May - June 2010 Training Brochure



Fresh Training Opportunities this Spring

Training courses for Volunteers and Organisations
working with Volunteers

Training for all Volunteers.

These courses are **FREE for volunteers and unemployed people**. We do charge a £5 booking fee which is returned when you attend the session. If you don't attend we reserve the right to keep this fee.

While the courses are suitable for paid staff we do however charge for them in these instances, as detailed below:

Basic Food Hygiene - £45 per head

Courses by Lee Peacock - £25 per head

First Aid- £30 per head

We ask all participants to bring their own packed lunch as this enables us to keep the cost of our training as low as possible. Drinks however are provided on arrival and during breaks.

The courses detailed are being run at Eastwood Bureau. The address is given on the back page of the booklet.



Eastwood Training Program May-June 2010

May

Friday 21st May 9.30am - 4pm

Basic Food Hygiene Certificate:

This Course gives you a recognized catering qualification

Wednesday 26th May 10am - 3pm

Confidence building: - A course that teaches you how to feel good about yourself and boost your self confidence.

Friday 28th May 10am - 3pm

Customer Services: - How to provide a professional reception service and make your customers and visitors feel safe and satisfied

June

Wednesday 9th June 10am - 3pm

Communication skills: – A course that teaches you what to say in those difficult situations, how to be brave enough to speak up and get your point across and how to understand other people

Wednesday 16th June 10am – 4pm

First aid and lifesaving skills: –This course gives you a recognized first aid certificate plus a first aid manual and teaches you how to keep someone safe until the emergency services arrive.

Eastwood Volunteer Bureau

Wellington Place
Eastwood
Nottingham
NG16 3GB, UK



VOLUNTARY ACTION BROXTOWE

CAVENDISH LODGE
DEVONSHIRE AVENUE
BEESTON
NOTTINGHAM
NG9 1BS

TELEPHONE: 0115 917 8080

FACSIMILE: 0115 917 8181

E-mail: GarethS@vcb.org.uk

Opening Times:

Monday - Friday:

9.00 - 12.45

13.30 - 17.00