

**NORTHERN VOLUNTEERING (SA) INC  
TRAINING CALENDAR JANUARY – JUNE 2019**

DATE	WORKSHOP	FACILITATOR	VENUE	COST GST inc
<p><b>MENTAL HEALTH FIRST AID –</b>  <b>Do volunteers and staff in your organisation assist people with a mental illness?</b>  <b>Please contact us if you would like more information about this course.</b></p> <p><b>We can also offer YOUTH MENTAL HEALTH FIRST AID</b>  <b>for volunteers and staff working with young people</b></p>				
February 7 Thursday 9.30am–12.30pm	<b>Food safety</b> – this session is based on the Food Safety Standards ANZFA and is suitable for anyone working or volunteering in hospitality, food preparation, fundraising events where food is prepared or sold or in catering programs	Beth	NVSA	\$22 members or \$44 non-members
February 11 Monday 9.30 – 4.30pm	<b>CSE - Safe environments for children and young people – Through their eyes</b> – this full day program is best practice for anyone, volunteer and paid, who works with children solely or partly. It is in reference to the latest two pieces of legislation Children and Young People (Safety) Act and Child Safety (Prohibited persons) Act	Pauleen	NVSA	\$66 members Or \$88 non-members
<p>Wednesday, February 13 – <b>First Aid</b> – 9.00am – 5.00pm See separate flyer</p>				
February 14 Thursday 9.30am–12.30pm	<b>Manual handling / WHS</b> – this session will help explain the legal roles and responsibilities of both you and your organisation when it comes to WHS as well as sharing some practical ways to stay safe when going about your volunteer role	Pauleen	NVSA	\$22 members or \$44 non-members

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<p>Monday, February 18 - <b>Central volunteer managers network</b> visit <a href="http://www.volunteering-sa-nt.org.au">www.volunteering-sa-nt.org.au</a> for more details</p>				
February 20 Wednesday 9.30am-12.30pm	<b>CSE refresher - Safe environments for children and young people – Through their eyes</b> – this half day refresher session is available for anyone, volunteer and paid, who works with children solely or partly and has completed the full day program within the last 3 years.	Pauleen	NVSA	\$33 members Or \$44 non-members
<p>Wednesday, February 20 – <b>Finding and Keeping Volunteers</b> VSA NT – visit <a href="http://www.volunteering-sa-nt.org.au">www.volunteering-sa-nt.org.au</a> for more details</p>				
February 27 Wednesday 9.30am-12.30pm	<b>Grant writing</b> – exploring how to plan ahead for those grants you want to apply for, some tips and techniques for applying and learning more about some of the pitfalls we tend to fall into	Donatella	NVSA	FREE Limited to 4 per organisation
<p>Wednesday, February 27 - <b>National Standards Workshop</b> VSA NT – visit <a href="http://www.volunteering-sa-nt.org.au">www.volunteering-sa-nt.org.au</a> for more details</p>				
<p>March 6 – Wednesday, 9.30am – 11.30am <b>Northern Network of Volunteer Managers</b> Hosted by Northern Volunteering at Uniting Church Salisbury, Park Tce, Salisbury</p>				
March 7 Thursday 9.30am-12.30pm	<b>Resilience and wellbeing</b> – in this course volunteers will learn about taking care of themselves in order to care for others. This course recognises the important contribution made by volunteers and will assist volunteers develop their strengths, skills and qualities	Pauleen	NVSA	FREE Limited to 4 per organisation

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March 8 Friday 9.30am-4.30pm	<b>CSE - Safe environments for children and young people – Through their eyes</b> – this full day program is best practice for anyone, volunteer and paid, who works with children solely or partly. It is in reference to the latest two pieces of legislation Children and Young People (Safety) Act and Child Safety (Prohibited persons) Act	Pauleen	NVSA	\$66 members Or \$88 non-members
March 13 Wednesday 9.30am-12.30pm	<b>Difficult conversations</b> cannot always be avoided when we are working in the human service. This workshop gives some strategies to manage difficult conversations in positive ways	Better Practice Project	NVSA	FREE
Friday, March 15 – <b>First Aid</b> – 9.00am – 5.00pm Accredited training - See separate flyer				
March 15 Friday 9.30am-12.30pm	<b>Right relationships and professional boundaries</b> – if your place of work is someone’s home then relationships develop in various forms and challenges emerge. This workshop explores the concept of ‘Right Relationship’	Better Practice Project	Uniting Church Salisbury	FREE
March 20 Wednesday 9.30am-12.30pm	<b>Great customer service and fantastic communication skills</b> - Learn new ways of assisting customers of your service. Learn more about listening and asking questions to find out what the customer needs. Develop communication skills that will make your service to customers outstanding.	Pauleen	NVSA	FREE Limited to 4 per organisation
March 21 Thursday 9.30am-12.30pm	<b>Good Governance</b> - Understanding best practice for Board and Committees including what governance is, what your legal role and responsibilities are as a committee member, ways to improve the effectiveness of your Board and pitfalls to look out for	Donatella	NVSA	FREE Limited to 4 per organisation


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March 27 Wednesday 9.30am-12.30pm	<b>Dealing with conflict and difficult situations in your work.</b> This course will identify helpful ways for volunteers to deal with difficult situations in the workplace with confidence	Pauleen	NVSA	FREE Limited to 4 per organisation
<p>Wednesday, March 27 - <b>Volunteers and the Law</b> VSA NT – visit <a href="http://www.volunteering-sa-nt.org.au">www.volunteering-sa-nt.org.au</a> for more details</p>				
March 28 Thursday 9.30am-12.30pm	<b>Introduction to volunteer management</b> – a snapshot of what it takes to lead and manage volunteers. This workshop will take you through a process model approach from recruitment and selection right through to evaluations and exit strategies; motivations and expectations; orientation and induction and more.	Donatella	NVSA	FREE Limited to 4 per organisation
April 10 Wednesday 9.30am-12.30pm	<b>LGBTIQ – Sexual Diversity Consciousness Raising</b> – this workshop is designed to help explore the impact of societal attitudes and assumptions on the LGBTIQ community as they access aged care services and is aimed at workers and volunteers in the aged care sector.	Better Practice Project	NVSA	FREE
April 12 Friday 9.30am-12.30pm	<b>Accidental Counsellor</b> – do people share their stories with you? Do you spend some of your volunteer hours listening to others? In this workshop you will learn strategies for responding briefly and helpfully to people who need to talk.	Pauleen	NVSA	\$22 members Or \$44 non-members
April 15 Monday 9.30am-12.30pm	<b>CSE refresher - Safe environments for children and young people – Through their eyes</b> – this half day refresher session is available for anyone, volunteer and paid, who works with children solely or partly and has completed the full day program within the last 3 years.	Donatella	NVSA	\$33 members Or \$44 non-members
April 16 Tuesday 9.30am-12.30pm	<b>Food safety</b> – this session is based on the Food Safety Standards ANZFA and is suitable for anyone working or volunteering in hospitality, food preparation, fundraising events where food is prepared or sold or in catering programs.	Beth	NVSA	\$22 members or \$44 non-members

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April 17 Wednesday 9.30am-12.30pm	<b>Cultural Awareness.</b> Volunteers work with people from different countries and cultures. Learn more about ways we are different from each other and ways we can understand, communicate and work together positively.	Pauleen	NVSA	FREE Limited to 4 per organisation
April 18 Thursday 9.30am-4.30pm	<b>CSE - Safe environments for children and young people – Through their eyes –</b> this full day program is best practice for anyone, volunteer and paid, who works with children solely or partly. It is in reference to the latest two pieces of legislation Children and Young People (Safety) Act and Child Safety (Prohibited persons) Act.	Pauleen	NVSA	\$66 members Or \$88 non-members
Monday, April 29 – <b>First Aid</b> – 9.00am – 5.00pm Accredited training - See separate flyer				
May 2 Thursday 9.30am-12.30pm	<b>Loss and Grief</b> - learn ways to support someone who is grieving following a loss. Volunteers will learn about common reactions to loss and ways of talking and supporting the grieving person.	Pauleen	NVSA	FREE Limited to 4 per organisation
May 3 Friday 9.30am-12.30pm	<b>Suicide intervention</b> - Supporting someone who is having thoughts of suicide. Learn how volunteers can recognise a person who is struggling and ways to link them with help. You could make a big difference in a person's life.	Pauleen	NVSA	FREE Limited to 4 per organisation
May 7 Tuesday 9.30am-12.30pm	<b>Bullying and harassment</b> – of volunteers is unfair for everyone in the workplace. Learn how to identify bullying behaviour and what to do – for yourself and for other volunteers.	Pauleen	NVSA	FREE Limited to 4 per organisation
Wednesday, May 8 - <b>Volunteers Management 101:</b> The Basics VSA NT – visit <a href="http://www.volunteering-sa-nt.org.au">www.volunteering-sa-nt.org.au</a> for more details				

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<p>May 9 Thursday 9.30am-12.30pm</p>	<p><b>Wellness practice</b> – this workshop has been developed in line with the Commonwealth Home Support Programme promoting independence through physical and emotional wellbeing, social participation an access to the community and is key to the changes required of home support providers, workers and volunteers.</p>	<p>Better Practice Project</p>	<p>NVSA</p>	<p>FREE</p>
<p>May 13 Monday 9.30am-4.30pm</p>	<p><b>CSE - Safe environments for children and young people – Through their eyes</b> – this full day program is best practice for anyone, volunteer and paid, who works with children solely or partly. It is in reference to the latest two pieces of legislation Children and Young People (Safety) Act and Child Safety (Prohibited persons) Act.</p>	<p>Pauleen</p>	<p>NVSA</p>	<p>\$66 members Or \$88 non-members</p>
<p>Tuesday, May 14 - <b>Central volunteer managers network</b> visit <a href="http://www.volunteeringsa-nt.org.au">www.volunteeringsa-nt.org.au</a> for more details</p>				
				
<p>May 21 Tuesday 9.30am-1.30pm</p>	<p><b>Boosting your employability.</b> Did you know that your volunteer work could help you get work? Your volunteer experience makes a difference for you and for others. In this short course you will learn ways to sell yourself and your volunteer skills and knowledge when you go for a job. <b>*NEW* in celebration of volunteers during National Volunteer Week</b></p>	<p>Pauleen</p>	<p>NVSA</p>	<p>\$33 members Or \$44 non-members</p>

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May 23 Thursday 9.30am-1.30pm	<p><b>Coaching others.</b> Are you an experienced volunteer with lots of skills and knowledge to share with new and less experienced volunteers? In this short course you will learn ways you can coach and lead other volunteers and share your expertise as a volunteer.</p> <p><b>*NEW* in celebration of volunteers during National Volunteer Week</b></p>	Pauleen	NVSA	\$33 members Or \$44 non-members
<p>Tuesday, May 28 – <b>First Aid</b> – 9.00am – 5.00pm Accredited training - See separate flyer</p>				
<p>June 3 – Monday, 9.30am – 11.30am <b>Northern Network of Volunteer Managers</b> Hosted by Northern Volunteering at Uniting Church Salisbury, Park Tce, Salisbury</p>				
June 4 Tuesday 9.30am-4.30pm	<p><b>CSE - Safe environments for children and young people – Through their eyes</b> – this full day program is best practice for anyone, volunteer and paid, who works with children solely or partly. It is in reference to the latest two pieces of legislation Children and Young People (Safety) Act and Child Safety (Prohibited persons) Act.</p>	Pauleen	NVSA	\$66 members Or \$88 non-members
June 6 Thursday 9.30am-12.30pm	<p><b>Food safety</b> – this session is based on the Food Safety Standards ANZFA and is suitable for anyone working or volunteering in hospitality, food preparation, fundraising events where food is prepared or sold or in catering programs.</p>	Beth	NVSA	\$22 members or \$44 non-members
June 7 Friday 9.30am-12.30pm	<p><b>Keeping connected</b> –This workshop will aim to provide you with strategies to use when working with people experiencing loneliness especially loneliness of older people in the community.</p>	Better Practice Project	NVSA	FREE

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June 13 Thursday 9.30am-12.30pm	<b>CSE refresher - Safe environments for children and young people – Through their eyes</b> – this half day refresher session is available for anyone, volunteer and paid, who works with children solely or partly and has completed the full day program within the last 3 years.	Donatella	NVSA	\$33 members Or \$44 non-members
<p>Tuesday, June 25 – <b>First Aid</b> – 9.00am – 5.00pm Accredited training - See separate flyer</p>				

**All training sessions will be held at Northern Volunteering (SA) Inc, unless otherwise indicated  
Level 1, 39 John Street, Salisbury, 5108**

**\*NB Parking in the direct vicinity is for up to 3hrs only  
Bookings can be made by contacting the office on 08 8250 1582 or [reception@nvsa.org.au](mailto:reception@nvsa.org.au)**

**Payment due at least 7 days prior to the session.  
No refunds for cancellations made fewer than 7 days prior workshop, however registrations may be transferred  
[www.northernvolunteering.org.au](http://www.northernvolunteering.org.au)  [www.facebook.com/northernvolunteeringsa](https://www.facebook.com/northernvolunteeringsa)**