

NOCN Level 3 Award in Managing Volunteers

An accredited course being offered by the Suffolk Volunteering Federation

This course is aimed at those already working in smaller and medium sized voluntary and community organisations as managers of volunteers in a paid or unpaid capacity.

It is particularly suitable for:

- Those new to the responsibility of managing volunteers
- Existing managers who do not have a qualification in this area
- Those working in the sector who wish to progress to a managerial role

In 2010 it is intended that the course will be delivered in the north, west and east of the county to 36 participants (so please book early!)

The course will involve 45 hours of face to face training i.e. 9 sessions of 5 hours (9.30am - 2.30pm) and further hours of self-directed learning (homework!)

The course will cover the following topics:

- Concepts and values in volunteering
- Valuing your volunteers
- Social policy for managing volunteers

For more details of the course content, please see

www.volunteeringsuffolk.org.uk

The Voluntary Network, The Old Courts,	SAVO offices. 43a Woodbridge Rd East, Ipswich	Waveney Community Forum, Kirkley Centre Lowestoft
3 rd March 2010	5 th May 2010	7 th July 2010
17 th March 2010	19 th May 2010	21 st July 2010
31 st March 2010	2 nd June 2010 (ICVS)	4 th August 2010
14 th April 2010	16 th June 2010	18 th August 2010
28 th April 2010	30 th June 2010 (ICVS)	1 st September 2010
12 th May 2010	14 th July 2010	15 th September 2010
26 th May 2010	28 th July 2010	29 th September 2010
9 th June 2010	11 th August 2010	13 th October 2010
23 rd June 2010	25 th August 2010	27 th October 2010

The cost of this course will be £250 per person to include all course materials, course assessment, internal and external moderation, training delivery, refreshments (excluding lunch - please bring your own) and accreditation.

To register your interest, please contact Gill Robinson (Manager, Suffolk Volunteering Federation) on 01638 602711 or email gill@volunteeringsuffolk.org.uk