



## Introduction to Volunteer Management

**This 3 hours workshop aims to broaden participants understanding of volunteering and will cover the benefits of volunteering to both the volunteer and the involving organisation.**

**Participants will also discuss the correct step by step process of volunteer management, including basic do's and don'ts.**

The course is aimed at those from within both Voluntary, Community and Statutory sector organisations and departments who have a responsibility to manage volunteers, either in a paid or voluntary capacity themselves. It will provide an overview of basic good practice regarding volunteer management, policies and procedures.

The courses are being delivered by Volunteer Centres Derbyshire.

Please call the appropriate centre for more details or to book a place.

<u>DATE</u>	<u>AREA OF DELIVERY</u>	<u>BOOKING CONTACT</u>
30/09/08	Chesterfield	Chesterfield Volunteer Centre 01246 276777
15/10/08	Derbyshire Dales	Derbyshire Dales Volunteer Centre 01629 810907
22/10/08	Amber Valley	Amber Valley Volunteer Centre 01773 512076
29/10/08	High Peak (Buxton)	Buxton Volunteer Centre 01298 23970
05/11/08	High Peak (Glossop)	Glossop Volunteer Centre 01457 865722
11/11/08	South Derbyshire	South Derbyshire Volunteer Centre 01283 219761
26/11/08	Erewash	Erewash Volunteer Centre 0115 850 8860

**Book early to reserve a place on one of these free courses.**

Training funded by Derbyshire Children's Trust