

Training in group settings

One-day workshop 09.45 – 16.00

Aim of the Session:

This session is designed to develop the training skills of participants, so they can train new volunteers to undertake volunteering roles.

Learning Objectives

To enable participants:

1. To design a training programme, ranging from a brief session to show someone how to carry out a task or a longer session to share acquired skills with other volunteers
2. To be able to pass on learning acquired to other volunteers
3. To be able to ensure other volunteers are aware of their role and safety precautions relating to it

This session will initially encourage each participant to consider how they themselves learn. The supporting activities will then give delegates the opportunity to explore how they may engage with both individuals and groups that they have responsibility for supporting and training.

Outline agenda

09.45 – 10:00	Registration and coffee
10.00 – 10.10	Welcome & agreeing outcomes for the day
10.10 – 10.45	How people learn – how I learn
10.45 – 11.15	How to identify what needs to be learned
11.15 – 11.30	Coffee
11.30 – 12.20	Which training delivery methods work in different situations
12.20 – 12.45	Delivering training to a group
12.45 – 13.30	Lunch
13.30 – 14.00	Delivering training in a 1-1 setting
14.00 – 14.45	Group work: designing a training programme for a volunteering project
14.45 – 15.00	Coffee
15.00 – 15.50	Feedback and discussion of group work
15.50 – 16.00	Review of outcomes and closing context