

A one day training course organised by  
Develop & Voluntary Action Kennet

## Management of Volunteers

### *Training Course*

**Date:** Wednesday 2nd June or Thursday 3rd June

**Venue:** Market Lavington (2nd) / Chippenham (3rd)

**Time:** 9:30am - 4:30pm

**Cost:** £45 (members) / £65 (non-members)

### **Course Details:**

There is no one model of volunteer management. Furthermore, what works in one organisation may not work in another. However, there are ways that will support the increase of volunteer effectiveness and happiness.

This Volunteer Management day will provide you with practical ideas on how to manage your volunteers in a way that will make them feel useful, valued and recognised. The day will be based on best practice elsewhere, various publications and resources and of course on your own questions and ideas.

We will aim to cover;

- Creating motivating volunteer jobs
- Recruitment and interviewing
- Induction and training and
- Supervision

The trainer will use exercises, discussions and presentations to lead you through the day.

**Booking: 01249 654089 / [www.developecs.org.uk](http://www.developecs.org.uk)**