

 **ONLINE TRAINING COURSES 2023-24**

As part of our Winter Warm Hubs programme of funding this year, WRCC has included free short online training courses to support volunteers running Warm Hubs and Winter Warm Hubs. WRCC accredited permanent Warm Hubs need to send a hub organiser/volunteer to a minimum of 2 courses, and funded Winter Warm Hubs need to send a hub organiser/volunteer to a minimum of 3 courses. Up to 2 people can attend each course (please email wendyl@wrccrural.org.uk if you would like to send more volunteers, subject to available spaces).

You can choose from the 7 courses listed below. Please note that at least 1 organiser/volunteer from every hub will need to attend the Community Energy Champions course.

These are the updated course dates for December 2023 – January 2024. Some additional dates later in 2024 may be available and we will update these as soon as we have more information.

**COURSE DETAILS AND BOOKING INFORMATION**

**1. COMMUNITY ENERGY CHAMPIONS (compulsory)**

This online course will be delivered by Becky Laflain from NEA (National Energy Action), and will cover the following:

* *Introduction to fuel poverty and how that looks in todays energy crisis*
* *How to support householders in the community, by checking statements, meters and contacting suppliers in the event of issues*
* *Preparing for winter, including how to save energy in the home and the key causes of condensation and damp*
* *Finding support from the government, local schemes, fuel suppliers and good places to find advice*
* *Q & A session*

**Course dates and how to book**

Thursday 11th January, 10.00am - 11.30am

Monday 22nd January, 6.00pm – 7.30pm

Please email wendyl@wrccrural.org.uk to confirm your preferred date and the names of your volunteer(s) who will be attending.

**2. SAFEGUARDING: AN INTRODUCTION**

This online course will be delivered by John Preston from Halls Together (a partnership between WRCC and Leicestershire & Rutland RCC).

*This is an introductory session to promote awareness of adult and children safeguarding and its importance, including good practice for village and community halls or groups using such venues such as Warm Hubs and Winter Warm Hubs, plus resources available and where to find your local safeguarding contacts.*

**Course dates and how to book**

Thursday 7th December, 10.30am - 12.00noon.

January date TBC

[Click **here**](https://forms.office.com/e/MSA7BnvYH8) to book your place on this course.

**3. RISK MANAGEMENT**

This online course will be delivered by John Preston from Halls Together (a partnership between WRCC and Leicestershire & Rutland RCC).

*Trustees of community buildings have health and safety duties for those who use the hall where they still have control over it. Users, such as Warm Hubs and Winter Warm Hubs also have responsibility for managing risks, so far as reasonably practicable, arising from their own activities when they have control of premises or control of equipment on the premises. This session will look at managing risk, Health & Safety and undertaking Risk Assessments.*

**Course dates and how to book**

Tuesday 5th December, 7.00pm - 8.30pm.

January date TBC

[Click **here**](https://forms.office.com/e/MSA7BnvYH8) to book your place on this course.

**4. INTRODUCTION TO BID WRITING**

This online course will be delivered by Michelle Black from Warwickshire and Solihull CAVA (Community and Voluntary Action)

*This session aims to give voluntary sector groups and organisations an introduction to bid writing. It will look at what criteria there are and what is needed to apply for funding, as well as going through some of the common questions asked on funding applications, and providing top tips for applicants.*

**Course dates and how to book**

Friday 15th December, 10.00am – 11.30am

January date TBC

Eventbrite link coming soon

**5. PROMOTING YOUR HUB**

This online course will be delivered by Jackie Holcroft from WRCC Warm Hubs

*This practical session will look at ways to promote your hub, attract attendees and engage with your local community and community support partners. There will be a Q&A session and if you’d like to send questions in beforehand, please email these to* *wendyl@wrccrural.org.uk*

**Course dates and how to book**

Wednesday 13th December, 10.00am – 11.30am

Tuesday 16th January, 6.00pm – 7.30pm

Please email wendyl@wrccrural.org.uk to confirm your preferred date and the names of your volunteer(s) who will be attending.

**6. VOLUNTEER MANAGEMENT AND TRAINING**

This online course will be delivered by Karen Minors from Warwickshire and Solihull CAVA

*This session will look at what volunteer managers may need to be responsible for, what training and support volunteers may need, and will also provide practical advice and tips plus a range of helpful resources.*

**Course dates and how to book**

Wednesday 10th January, 10.00am – 11.15am

Additional January date TBC

Eventbrite link coming soon

**7. INTRODUCTION TO FIRST AID**

This online course will be delivered by Becki Coombe from Warwickshire Hearts Community First Responders

*This introductory session will include emergency first aid*

* *methods of calling services, providing exact location, using others to support caller and first aider, centre information to display*
* *asking for and how to use a defibrillator*
* *difference between hands only CPR and full CPR. Adaptations to do if unable to do sustained CPR for a long period of time (until an ambulance arrives)*
* *purpose of recovery position, when and when not to use. Moving/not moving of casualties*
* *recognising and responding to choking*

*Plus user anticipated increased risks (signs - we can see, symptoms - they can feel, first aid treatment)*

* *heart conditions*
* *elements conditions (hot (burns and scalds) and cold - hypothermia)*
* *digestive (diabetes)*
* *nervous (epilepsy - seizures)*
* *allergens (food and other methods of contact)*

Monday 22nd January, 10.00am – 12.00pm

Additional January date TBC

Booking details coming soon