

Carmichael Centre for Voluntary Groups

Carmichael Centre is a centre for small voluntary organisations. The principal objective of the Centre is to nurture and support the development of small voluntary groups, providing an environment which stimulates this development.

Course Title

Date

Leadership and Governance

Effective Board Meetings (Cork)

Board Roles and Responsibilities (Galway)

Effective Board Meetings

Board Roles and Responsibilities

6th March, 2008

19th April 2008

17th May, 2008

8th March 2008

Developing Your Organisation

Stress Management

Risk Assessment

Conflict Resolution

13th March, 2008

27th February, 2008

9th April, 2008

Planning

Time Management

Monitoring & Evaluation

20th May, 2008

14th & 15th May, 2008

Fundraising

Corporate Fundraising

Writing Funding Proposals

Developing a Fundraising Strategy

6th March, 2008

5th March, 2008

19th February, 2008

Financial Management

Finance for Non-Financial People

16th April, 2008

Administration

Managing your Information

Producing an Annual Report

21st February, 2008

21st May, 2008

External Relations

Effective Press Releases

Marketing your Organisation

3rd April, 2008

20th February, 2008

Service Provision

Setting up a Support Group

12th March, 2008

Human Resource Management

Dealing with Grievance & Disciplinary Issues

Developing your Staff Management Skills

Dealing with Grievance & Disciplinary Issues

(Cork)

30th April, 2008

26th February & 10th April, 2008

4th March, 2008

Training Development

Training Design & Delivery

11th, 12th, & 13th December 2007

General Course Information

These details hold true for most of the courses but see individual course pages for specifics.

Venue:

Dublin: Carmichael Centre, in either Coleraine House or Carmichael House.

Cork: Irish Guide Dogs for the Blind National HQ & Training Centre, Model Farm Rd

Galway: Westside Community Development Resource Centre, Seamus Quirke Rd., Galway.

Times:

10.00am – 4.00pm (Full day), 10.00am-1.00pm (Half day)

Meals:

Refreshments are provided on all courses including lunch for full day courses.

Fees:

These are shown on the individual course pages.

Download Booking Form

http://www.carmichaelcentre.ie/trainingandsupport/booking_form.htm

Return it to with your cheque at **Coleraine House, Coleraine Street, Dublin 7.**

If you would like further information about these courses or future training events, please call on Fax:

or email tssinfo@carmichaelcentre.ie

Carmichael House

Founded in 1988 by nine small voluntary groups as the Community Services Project, the Centre now has 49 resident member organisations based at Carmichael House and Coleraine House (two listed buildings close together in Dublin 7) working in a variety of areas including health, social care, the environment, the arts, disability, education and sport.

<http://www.carmichaelcentre.ie/>