



in partnership with



Building Your Board

A programme of workshops and support to help you increase the effectiveness of your board of trustees or management committee

Funded by ChangeUp

Building Your Board offers three workshops for just £10 each, or £20 for all three. The price includes a toolkit, CD and lunch.

In addition to the workshops, each participating group will benefit from four hours of FREE outreach support, tailored to meet the needs of your board or committee

Workshop one: **What is good governance?**

Good Governance: Code for the Voluntary and Community Sector. This workshop will provide an introduction to the code and give you the tools to improve governance in your organisation.

Date: Friday 19 January, 10am - 3pm

Venue: Thurlestone Village Hall

Workshop two: **What trustees need to know**

The National Occupational Standards for Trustees and Management Committee Members (NOS). The NOS set out the knowledge and skills trustees need to carry out their role. Gain confidence in using them with your own board.

Date: Wednesday 31 January, 9.30am - 1pm

Venue: Stoke Fleming Village Hall

Workshop three: **How to get trustees**

Good practice in recruiting trustees. Learn practical methods to recruit and retain a diverse and effective board or committee.

Date: Wednesday 14 February, 10am - 3pm

Venue: South Brent Village Hall

All groups which take part in Building Your Board will get a FREE stand at Get on Board, our trustee recruitment event in the Spring

To get the most out of Building Your Board, your board or committee should be dedicated to learning together. We ask you to decide as a group who will attend workshops, and set aside time to share the skills and knowledge learned.

Building Your Board booking form

To book your places, and benefit from the free outreach support and recruitment opportunity, simply complete this form and return to:

South Hams CVS, The Cottage, Follaton House, Plymouth Rd,
Totnes, TQ9 5NE.

You are encouraged to send more than one person to each session.

Please include a cheque for the full cost with your booking form.
Cheques should be made payable to South Hams CVS.

Please advise us if you have any special access or dietary needs.

Contact name.....

Role.....

Organisation.....

Address.....

.....

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Email..... Telephone.....

Workshop one: **What is good governance?**

Name(s) of participant(s).....

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Role(s).....

Workshop two: **What trustees need to know**

Name(s) of participant(s).....

.....

Role(s).....

Workshop three: **How to get trustees**

Name(s) of participant(s).....

.....

Role(s).....

Cost per place: £10 per workshop, or £20 for all three. **Total:** £.....

£20 special offer only applies where a place is booked on each different workshop.

Please read the cancellation policy on the back of this form before you return it.

Cancellation policy

Your place is confirmed, if available, on receipt of your booking form. You will be liable for the whole fee unless we receive written notification of cancellation at least seven days before the event. Alternatively, you may delegate a colleague to attend in your place.

About the Governance Hub

The Governance Hub is a partnership of organisations working to improve the levels of good governance throughout the voluntary and community sector in England. It was set up by the Home Office Active Community Unit after the ChangeUp report. For more information visit: www.governancehub.org.uk

About South Hams CVS

South Hams CVS exists to help local voluntary organisations, community groups and charities to flourish.

We offer advice and information on a wealth of topics, including funding, volunteers, the law and management. We help local groups to exchange ideas and support them as they grow. We also act as a voice for the voluntary and community sector in the area.

Affordable, flexible training is an important part of the support we offer. All our courses are aimed specifically at the needs of volunteers and staff at not-for-profit groups in the South Hams.



For further information about Building Your Board, please contact:

South Hams CVS

Tel: 01803 862266

Email: cvs@southhamscvs.org.uk

Web: www.southhamscvs.org.uk

Opening times: 9am - 3pm, Mon - Fri