

# TRAINING & EVENTS CALENDAR

While formal change processes might be well understood, too many leaders neglect the all-important human side of change.

The most effective leaders exhibit these 3 crucial qualities of leading people:



## JULY TO DECEMBER 2019



### Aboriginal Employment Recruitment and Retention Toolkit Training



Attract | Recognise | Value is a comprehensive and practical employment toolkit for those in the community services sector seeking to increase the employment opportunities for Aboriginal people. The toolkit is only available by attending the associated training.

Visit [www.communityindustrygroup.org.au](http://www.communityindustrygroup.org.au) to book your place. Training is \$50 for members and \$125 for non members and includes one toolkit (including a USB of printable resources for use in your own workplace).

### Navigating End of Life Issues



Community Industry Group is pleased to present another forum in our Navigating Local Services series. Members and other stakeholders are invited to hear keynote speakers and visit a marketplace of providers involved in End of Life issues.

This free event is suitable for all community service providers, carers and supporters as well as frontline staff and students. Topics covered will include advanced care planning, assisted dying, working with the bereaved, planning a funeral, wills, estates and legal issues.

## The Data Exchange for Targeted Early Intervention (TEI)



3 July 2019  
Oak Flats &  
4 July 2019  
Shoalhaven  
Free for members and  
non members

Come and join us as we explore The Data Exchange (DEX).

During the workshop we will present an overview of the TEI activity mapping, watch the Data Exchange 101 Webinar & review Appendix B of the State Agencies document.

## Dementia Awareness Workshop



4 July 2019  
Oak Flats  
Free for members  
& non members

This Dementia Awareness presentation has been designed by carers and people living with early on set dementia. Learn about the lived experience, not a clinical overview, to gain a practical and thorough insight to the world of dementia. The presentation includes an overview of dementia and its prevalence in the Australian community, how dementia can impact on an individual, getting a diagnosis, the risk factors and some strategies to minimise your chances of developing dementia, supporting someone with dementia and how to become a dementia Friend.

## Autism Intervention In Mainstream - Aim For Inclusion 3 Day Workshop



6 August 2019  
North Wollongong  
\$225 for members  
\$450 for non members

The content of this three day workshop is based on the application of the Early Start Denver Model (ESDM) teaching principles applied to any setting. ESDM is a naturalistic play-based intervention model for young children with ASD/ neurodevelopmental delays aged 12-60 months.

## The Illawarra Way – Reablement Pilot Workshop: Crestwood



12 August 2019  
1-3pm  
Roos Club  
Crestwood  
Free event

In conjunction with Glen Sorensen from Age Communications, we will share learnings from the successful pilot project to support short-term reablement, The Illawarra Way. This workshop is specifically for CHSP service providers, RAS staff and those working in health and allied health and will cover Wellness and Reablement approaches and lessons from the Illawarra Way Trial of a System for Short-term Reablement. We will also discuss The Illawarra Way System for Responding to Short-term Reablement Referrals from RAS, CHSP and support worker roles and responsibilities.

## The Illawarra Way – Reablement Pilot Workshop: Shoalhaven



13 August 2019  
2.30-4.30pm  
Shoalhaven  
Free event

In conjunction with Glen Sorensen from Age Communications, we will share learnings from the successful pilot project to support short-term reablement, The Illawarra Way. This workshop is specifically for CHSP service providers, RAS staff and those working in health and allied health and will cover Wellness and Reablement approaches and lessons from the Illawarra Way Trial of a System for Short-term Reablement. We will also discuss The Illawarra Way System for Responding to Short-term Reablement Referrals from RAS, CHSP and support worker roles and responsibilities.

## The Illawarra Way – Reablement Pilot Workshop: Batemans Bay



13 August 2019,  
9-11am,  
Batemans Bay,  
Baylink Community  
Room  
Free event

In conjunction with Glen Sorensen from Age Communications, we will share learnings from the successful pilot project to support short-term reablement, The Illawarra Way. This workshop is specifically for CHSP service providers, RAS staff and those working in health and allied health and will cover Wellness and Reablement approaches and lessons from the Illawarra Way Trial of a System for Short-term Reablement. We will also discuss The Illawarra Way System for Responding to Short-term Reablement Referrals from RAS, CHSP and support worker roles and responsibilities.

## The Illawarra Way – Reablement Pilot Workshop: Oak Flats



14 August 2019  
9.30-11.30am  
Oak Flats  
Free event

In conjunction with Glen Sorensen from Age Communications, we will share learnings from the successful pilot project to support short-term reablement, The Illawarra Way. This workshop is specifically for CHSP service providers, RAS staff and those working in health and allied health and will cover Wellness and Reablement approaches and lessons from the Illawarra Way Trial of a System for Short-term Reablement. We will also discuss The Illawarra Way System for Responding to Short-term Reablement Referrals from RAS, CHSP and support worker roles and responsibilities.

## The Illawarra Way – Reablement Pilot Workshop: Wollongong



14 August 2019  
1.30-3.30pm  
Wollongong  
Free event

In conjunction with Glen Sorensen from Age Communications, we will share learnings from the successful pilot project to support short-term reablement, The Illawarra Way. This workshop is specifically for CHSP service providers, RAS staff and those working in health and allied health and will cover Wellness and Reablement approaches and lessons from the Illawarra Way Trial of a System for Short-term Reablement. We will also discuss The Illawarra Way System for Responding to Short-term Reablement Referrals from RAS, CHSP and support worker roles and responsibilities.

## CHCDIV001 Work With Diverse People (Statement of Attainment)



21 August 2019 & 22  
August 2019  
9.30am-4pm  
1 day in Oak Flats &  
1 day in Warrawong  
\$50 for members  
\$100 for non members

Join us for Work With Diverse People (Statement of Attainment), a two day training course offered in partnership with the Early Childhood Training and Resource Centre (ECTARC).

The unit covers the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations, including Aboriginal and/or Torres Strait Islander peoples.

## Get on Board - how to build and motivate Boards and Committees of Management



29 August 2019,  
4pm-7pm  
Oak Flats  
\$50 for members  
\$125 for non members

What a Board does is governance; what staff do is management. Therefore effective functioning of a not-for-profit organisation requires the commitment of both the Board and staff members to work together in partnership.

The Board is a collection of individuals that form the 'leadership group' of an organisation. It is critical all Board members understand what their role is, and associated responsibilities ensuring that as a collective they are able to make decisions for the organisation.



## Launch - Aboriginal Employment Recruitment & Retention Toolkit



2 September 2019  
Warrigal  
Shell Cove  
Invitation Only Event for  
Members

This invitation only event is to celebrate the launch of the Aboriginal Employment Recruitment & Retention Toolkit.

Attract | Recognise | Value is a comprehensive and practical employment toolkit for those in the community services sector seeking to increase the employment opportunities for Aboriginal people.

## Volunteer Training Series - 3 sessions



9, 16 & 23 September  
2019, 9.30am-12pm  
Oak Flats  
\$50 per organisation  
(CIG member)  
\$125 per organisation  
(for non CIG members)

Tailored training for volunteers working in the aged and community services sector. All participants will be provided with both a legislative and practical understanding of; Confidentiality and Privacy, Working within Boundaries and an Ethical Framework, Safe Home Visiting, Person Centred Approach, and the Prevention of Elder Abuse.

Cost is per organisation for one to five participants.

## Leadership for Not for Profits



18 September 2019  
9.00am – 4.30pm  
Oak Flats  
\$50 for members  
\$100 for non members

Nurturing emerging leaders to secure the future of our sector. In this workshop emerging leaders will explore how issues and challenges for the NFP sector are changing the requirements for effective leadership;

- Keeping employees psychologically safe is the key to attracting and retaining the best employees in order for your organisation to thrive;
- Participants will gain practical leadership tools which can be immediately implemented to deliver outstanding outcomes in an increasingly volatile and uncertain environment.

## Aboriginal Employment and Retention Toolkit Training



24 September 2019  
8.30am-1pm  
Oak Flats  
Cost \$50 members  
\$125 for non members

Attract | Recognise | Value is a comprehensive and practical employment toolkit for those in the community services sector seeking to increase the employment opportunities for Aboriginal people. The toolkit is only available by attending the associated training.

Training is \$50 for members and \$125 for non members and includes one toolkit (including a USB of printable resources for use in your own workplace).

## Foundations of Trauma Informed Care and Practice



25 September 2019  
9.00am-4.30pm  
Warilla Bowling Club  
\$50 for members  
\$150 for non members

Join us for this workshop to get a better understanding of trauma, trauma dynamics and core principles of trauma informed practice, a strengths based approach vital for every person working in health, human and legal services.

## Dementia Awareness Workshop



26 September 2019  
10am-1pm  
Nowra  
Free Event

This Dementia Awareness presentation has been designed by carers and people living with early on set dementia. Learn about the lived experience, not a clinical overview, but to gain a practical and thorough insight to the world of dementia. The presentation includes an overview of dementia and its prevalence in the Australian community, how dementia can impact on an individual, getting a diagnosis, the risk factors and some strategies to minimise your chances of developing dementia, supporting someone with dementia and how to become a dementia Friend.

## Same but Different



15 October 2019  
1.30pm-4.30pm  
Oak Flats  
\$50 for members  
\$125 for non members

With increasing demand for community services organisation's must rethink funding and financial strategies. This is critical across the community services sector whilst government funding remains relatively static.

It is time for us to consider a future where public investment is complemented by a diverse range of income sources.

## Hypothetical on Older Persons Abuse Prevention for Aged Care Service Providers



16 October 2019  
Shoalhaven  
Free event

Reports of elder abuse have been increasing. Often abuse and neglect is hidden and goes unreported. It is very important that workers in the aged care sector can recognise the signs of abuse and respond appropriately. Our hypothetical presentation has gathered a panel of specialists and service providers who will discuss the challenges faced by the sector in responding to situation of suspected, alleged or witnessed abuse and neglect. This informative and entertaining presentation explore a case study that will demonstrate the role of various response services in supporting older people who are victims of abuse.

## Aboriginal Employment and Retention Toolkit Training



17 October 2019  
8.30am-1pm  
Oak Flats  
\$50 members  
\$125 for non members

Attract | Recognise | Value is a comprehensive and practical employment toolkit for those in the community services sector seeking to increase the employment opportunities for Aboriginal people. The toolkit is only available by attending the associated training.

Training is \$50 for members and \$125 for non members and includes one toolkit (including a USB of printable resources for use in your own workplace.

## Hypothetical on Older Persons Abuse Prevention for Aged Care Service Providers



17 October 2019  
Shellharbour Civic Centre  
Shellharbour  
Free event

Reports of elder abuse have been increasing. Often abuse and neglect is hidden and goes unreported. It is very important that workers in the aged care sector can recognise the signs of abuse and respond appropriately. Our hypothetical presentation has gathered a panel of specialists and service providers who will discuss the challenges faced by the sector in responding to situation of suspected, alleged or witnessed abuse and neglect. This informative and entertaining presentation explore a case study that will demonstrate the role of various response services in supporting older people who are victims of abuse.

## Southern Region Aged Care Forum



29 October 2019  
10am-3pm  
Batemans Bay  
Soldiers Club  
Free Event

This Regional Forum is especially for CHSP and HCP Providers and the Regional Assessment Teams.

We will update you on the latest aged care information from the government departments, Regional Assessment Services, as well as the initiatives and projects we are working on.

Morning tea and lunch will be provided.

## Aboriginal Employment Recruitment & Retention Toolkit Training



6 November 2019  
8.30am-1pm  
Oak Flats  
\$50 for members  
\$125 for non members

Attract | Recognise | Value is a comprehensive and practical employment toolkit for those in the community services sector seeking to increase the employment opportunities for Aboriginal people. The toolkit is only available by attending the associated training. Training is \$50 for members and \$125 for non members and includes one toolkit (including a USB of printable resources for use in your own workplace).

## Annual General Meeting



7 November 2019

Join us as we celebrate the year, launch our latest Annual Report and complete the official Annual General Meeting business for the 2018/2019 financial year.

## Illawarra Region Aged Care Forum - Gerroa



20 November 2019  
9.30am-2.30pm  
Gerroa Boat Fishermans  
Club  
Free event

This Regional Forum is especially for CHSP and HCP Providers and the Regional Assessment Teams.

We will update you on the latest aged care information from the government departments, Regional Assessment Services, as well as the initiatives and projects we are working on.

Morning tea and lunch will be provided.

## Navigating End of Life Issues



28 November 2019  
Location & time  
to be advised  
Free event

Community Industry Group is pleased to present another forum in our Navigating Local Services series. Members and other stakeholders are invited to hear keynote speakers and visit a marketplace of providers involved in End of Life issues. This FREE event is suitable for all community service providers, carers and supporters as well as frontline staff and students. Topics covered include advanced care planning, assisted dying, working with the bereaved, planning a funeral, wills, estates and legal issues.



# ON DEMAND TRAINING OPTIONS

<p>Aboriginal Cultural Awareness</p>		<p>Gain a practical and insightful understanding of Aboriginal culture through our Aboriginal Cultural Awareness Training.</p> <p>Learn about • Important milestones in recent Aboriginal history • The impact of legislation and government policies on Aboriginal people • Cultural changes and achievements • Racism – what does it look like? • An introduction to Aboriginal cultural protocols • An understanding of Aboriginal sensitivities in the workplace • Overcoming communication challenges and dispelling myths You'll also have the opportunity to ask questions.</p>
<p>Becoming an effective leader</p>		<p>A true leader has the ability to inspire and gain respect of people. They are able to motivate others to achieve great outcomes and feel appreciated.</p> <p>We'll discuss practical ways to inspire staff and improve workplace morale as well as a number of simple ways to make meetings and working groups more constructive.</p>
<p>Fabulous Finance</p>		<p>This session will provide board members with the skills to read financial reports, assist with budgeting, and ensure key risk and fraud prevention policies are in place.</p> <p>At the end of the training you will:</p> <ul style="list-style-type: none"> <li>• Develop skills in reading financial statements</li> <li>• Understand key financial ratios</li> <li>• Be able to develop budgets</li> <li>• Understand and reduce financial risk &amp; fraud.</li> </ul>
<p>Get on Board - How to build and motivate Boards and Committees of Management</p>		<p>What a board does is governance; what staff do is management. Therefore effective functioning of a not-for-profit organisation requires the commitment of both the board and staff members to work together in partnership.</p> <p>The board is a collection of individuals that form the 'leadership group' of an organisation. It is critical all Board members understand what their role is, and associated responsibilities ensuring that as a collective they are able to make decisions for the organisation.</p>
<p>Good Governance</p>		<p>This training provides a great foundation for understanding a board's role and responsibilities.</p> <p>At the end of the training you will:</p> <ul style="list-style-type: none"> <li>• Understand your legal and financial responsibilities</li> <li>• Learn about your role on the board in your organisation</li> <li>• Explore areas of conflict</li> <li>• Develop skills in creating a more effective and efficient board.</li> </ul>
<p>Mental Health First Aid</p>		<p>This accredited course runs for 12 hours and can be facilitated in a range of flexible options to suit your organisation.</p> <p>This workshop enables the participant to assist a person with a mental illness prior to professional help and is suitable for frontline workers, volunteers, managers, receptionist and administration staff.</p>

# ON DEMAND TRAINING OPTIONS

## Positioning organisations for new environments (PONE)



PONE provides sector specific training to support organisations (including their board, management team and workers) to find clarity and confidence in negotiating NDIS, CDC and aged care reforms. The PONE program was developed by Macarthur Disability Services in partnership with Integrated Living, Mid Coast Communities and Ethnic Communities Council of NSW and is tailored to provide training packages for CALD, Aboriginal, and mainstream organisations and clients. Each package offers training modules in • Strategic Planning • Organisational Culture • Corporate Governance • Service Delivery and Person Centred Organisations • Viability and Sustainability. Training modules can be delivered as one 3 hour workshop focussing on one of the above training modules, or combined to deliver half, full day and 2 day training packages. Cost will vary, depending on number of training modules and locality, please contact us for a quote.

## Same but Different



With increasing demand for community services, organisation's must rethink funding and financial strategies. This is critical across the community services sector whilst government funding remains relatively static. It is time for us to consider a future where public investment is complemented by a diverse range of income sources.

## Strategic Planning



A strategic planning session will assist your governance team to review the purpose and mission of your organisation, explore the current context in which the organisation is operating, plan for long term sustainability and set achievable goals.

Our experienced facilitators will inspire your leadership team to come up with focussed and practical solutions.

## Volunteer Training Package



This in-house training is tailored to volunteers working within the aged and community services sector. Our experienced trainer will provide volunteers with both a legislative and practical understanding of • Confidentiality and Privacy • Boundaries and Ethical Framework • Safe Home Visiting • Person Centred Approach; and • Preventing Elder Abuse. Training can be delivered as one 1.5 hour workshop focussing on one of the above training modules, or combined to deliver half, full day and 2 day training packages. Groups are limited to 15 people to enable in depth discussion of case studies and detailed Q & A between volunteers and the trainer. Cost will vary, depending on number of training modules and locality, please contact us for a quote.

## SOMETHING ELSE?

If your organisation needs some training that isn't listed in this brochure please feel free to contact us to discuss your needs. Our staff members are highly qualified with years of experience working in community services, teaching and designing training packages. We can cover a wide range of topics including aged care, disabilities, children & families, strategic direction, marketing, submission writing, Aboriginal cultural preparedness, recruitment practices and many more. We can also arrange for guest speakers and presenters in our training room or yours. Members of Community Industry Group are eligible for significant discounts on most training courses.