

## Voluntary Sector Development Programme – Dates for 2011/12

Subject	Facilitator
<p><b>HUMAN RESOURCES: Putting the Human back into Human Resources</b></p> <p><b>Recruitment Retention Reward</b></p> <ul style="list-style-type: none"> <li>• 29/09/11 (13:00 – 16:00)</li> <li>• 10/01/12 (09:30 – 12:30)</li> </ul> <p><b>Performance Management</b></p> <ul style="list-style-type: none"> <li>• 10/11/11 (09:30 – 12:30)</li> <li>• 21/02/12 (09:30 – 12:30)</li> </ul> <p><b>Grievance &amp; Disciplinary Procedures</b></p> <ul style="list-style-type: none"> <li>• 15/12/11 (09:30 – 12:30)</li> <li>• 14/03/12 (09:30 – 12:30)</li> </ul>	<p><b>Vision HR</b> is a local independent, professionally qualified Human Resource Consultancy. They provide support, advice and solutions to complex HR issues across all sectors and all localities. Through their responsible business strategies, Vision HR is committed to supporting and developing Good Practice HR Policies and Procedures across Third Sector Organisations.</p>
<p><b>FINANCE: Understanding Finance, Financial Decision Making &amp; Evaluation</b></p> <p><b>Governance Arrangements</b></p> <ul style="list-style-type: none"> <li>• 04/10/11 (09:30 – 12:30)</li> <li>• 26/01/11 (09:30 – 12:30)</li> </ul> <p><b>Strategic Planning and the Delivery of Strategic Objectives</b></p> <ul style="list-style-type: none"> <li>• 25/10/11 (09:30 – 12:30)</li> <li>• 16/02/12 (09:30 – 12:30)</li> </ul>	<p><b>Baker Tilly Accountants</b> are a national independent firm of chartered accountants and business advisers who, through their approach to corporate responsibility, seek to make a positive contribution to the well-being of the environment and the communities they work in as well as providing support and development to their employees.</p>
<p><b>LEGAL: Legal Roles, Responsibilities, Functions and Authorities</b></p> <p><b>Trustees Duties &amp; Charity Management</b></p> <ul style="list-style-type: none"> <li>• 16/11/11 (13:00 – 16:00)</li> <li>• 06/12/11 (09:30 – 12:30)</li> <li>• 07/02/12 (09:30 – 12:30)</li> <li>• 29/03/12 (09:30 – 12:30)</li> </ul>	<p><b>Anderson Strathern Solicitors</b>, whose clients include some of the largest companies in Europe, strive to create innovative solutions to complex problems. They are a firm with a strong ethos and are committed to sustainability and to acting in a way which is socially responsible in their workplace, marketplace, environment and communities.</p>
<p><b>HEALTH &amp; SAFETY IN THE WORKPLACE</b></p> <p><b>Health &amp; Safety for your organisation</b></p> <ul style="list-style-type: none"> <li>• 22/11/11 (09:30 – 16:00)</li> <li>• 28/02/12 (09:30 – 16:00)</li> </ul>	<p><b>The National Health &amp; Safety Company</b> is a national organisation with its headquarters in West Lothian, Scotland. NHASCO utilises their expertise across all sectors ensuring compliance with the necessary legislation requirements of Health &amp; Safety Executive.</p>