

## E-bulletin October 10<sup>th</sup> 2008

### Training Questionnaire

Dear member, colleague or partner,

Four Councils for Voluntary Service (CVSs) in the North East of West Sussex, namely East Grinstead CVS, Mid Sussex South CVS, Crawley CVS and Horsham Area CVS are working together in order to provide a greater scope of training and information opportunities for local voluntary and community groups. This shared approach will enhance the breadth and depth of external training and information events, as well as draw on the availability of venues and trainers across a wider area.

We aim to keep the costs as low as possible and sessions would be open to anyone interested, whether paid or voluntary staff. As the courses will be arranged at available venues within each CVS area, there is the expectation that those wishing to attend are prepared to travel to various locations in the North East of the county. In addition, the training and information opportunities eventually offered will not preclude similar opportunities made available from other sources, including the CVSs.

We are now in the planning stage of identifying training needs, and cannot do so without your valuable input. Your comments will help us find out what support you feel is needed and will help to shape and prioritise the schedule of training and information events subsequently planned for 2009. Therefore, please take a few moments completing the attached short questionnaire as your views are important to us. Please be assured that any information you provide will be treated in accordance with the Data Protection Act. Should you have any queries about this questionnaire or require it in a different format, for example in large print, do please contact me.

If you are completing the questionnaire manually please return it to the postal address as below. If you are completing the questionnaire electronically please return it to the email address as below. It would be helpful if you could return by 6<sup>th</sup> November 2008. Finally, on behalf of the CVSs involved in this initiative, thank you for your time in helping us to help you.

A handwritten signature in cursive script that reads 'Janet Brown'.

Janet Brown - Manager

Attachments:

NECVSTG Training Questionnaire