

Training Opportunities

Fife House
North Street
Glenrothes

This series of training and information seminars is aimed at Fife Council staff and partners, specifically those who work with communities, link officers and front line staff.

It is also open to members of community groups, community trusts, community councils and groups who may be considering managing buildings or land or delivering services.

To book a place on any session please call Claire Hynd on 08451 555555 ext 441119 or email claire.hynd@fife.gov.uk



Training Sessions

SESSION 1: WHAT IS A SOCIAL ENTERPRISE?

Delivered by John Oates, BRAG

Tuesday, 19th March 2013 - Committee Room 2, Fife House, 2pm – 4pm

- Introduction To – What is a social enterprise vs. Who is a social entrepreneur.
- What types of social enterprise or community business can be created and are out there already
- Choosing the right business model : a charity, community interest company, a limited company
- Developing an idea and the need to create an income stream
- Sources of funding and creating sustainable income.
- Ongoing support for social enterprise.

SESSION 2: POLICIES

Delivered by Helen Rorrison, Fife Voluntary Action & Tim Kendrick, Fife Council

Tuesday 26th March 2013 - Committee Room 2, Fife House, 1.30pm-4.30pm

- Basic policy development and policies required by a community organisation
- Fife Council plan and Supporting Enterprising Communities (SEC)

SESSION 3: LEGAL STRUCTURES & TRUSTEES TOOLKIT

Delivered by Colin Liddell, J&H Mitchell

Tuesday 16th April 2013 - Committee Room 2, Fife House 1.30pm – 4.30pm

- legal structures for community organisations (including whether or not to be a charity);
- the Trustees' Toolkit (and good practice)

SESSION 4: SETTING UP A CHARITY & THE COMMUNITY RIGHT TO BUY

Delivered by Colin Liddell, J&H Mitchell

Tuesday 23rd April 2013 - Committee Room 3, Fife House 1.30pm – 4.30pm

- setting up a charity (and an introduction to OSCR);
- the 'Community Right to Buy' (and, if required, Asset Transfers).

SESSION 5: BUSINESS PLANNING

Delivered by Jim Stewart, Elmwood College.

Tuesday 30th April 2013 - Committee Room 2, Fife House, 2pm-4.30pm

- Principles of scoping and developing a project brief for community projects
- Principles of writing a tender document and engaging consultants or services
- Employing people
- Developing a business plan, business case and project plan

SESSION 6: FINANCIAL MANAGEMENT

Delivered by Jim Stewart, Elmwood College

Tuesday 7th May 2013 - Committee Room 2, Fife House, 2pm-4.30pm

- Financial management
- Funding
- Employing people