



June 2010 Training Focus

COMMISSIONED TRAINING

Training can be commissioned by individual schemes, groups of schemes or by a NAAPS branch or country committee.

NAAPS is particularly keen to encourage branches and country committees to commission training for Schemes and/or Carers to meet locally identified training needs. Such jointly commissioned training helps to promote inter-scheme working and peer-to-peer learning as well as providing a cost effective way for schemes and carers to access training and development.

NAAPS is able to deliver a wide range of commissioned training. Details of the courses that are currently delivered can be found in the current Training Brochure.

APRIL 2010 TRAINING BROCHURE PUBLISHED

The latest version of the NAAPS Training Brochure can be download form the NAAPS website.

The NAAPS daily rate is £695 for up to 18 participants and includes all training materials, trainer travel & accommodation with the Scheme providing the venue and refreshments. A Scheme may also wish to combine resources and commission training jointly with other Schemes.

For more information please email [Robert Stead](mailto:Robert.Stead@naaps.org.uk) or telephone 07921 057 300

NEW WORKSHOP DEVELOPMENT

We have created three new workshops, to find out more take a look at the following pages:



Valuing Time Workshop

Purpose

This workshop teaches you to become more efficient by getting to do your tasks more decisively, filter out those tasks you can easily ignore and have a positive attitude towards everything so that you end up with more energy.

Objectives

By the end of this workshop you will be able to:

1. Manage your time more effectively
2. Reduce your unnecessary workload

<i>Start Time</i>	<i>End Time</i>	<i>Subject</i>
9:45	10:00	Arrival with Tea & Coffee
10:00	10:15	Introductions, Expectations & Objectives
10:15	10:30	Ice Breaker
10:30	11:00	TimeLine
11:00	11:15	My Time
11:15	11:30	<i>Tea Break</i>
11:30	12:00	Procrastination
12:00	12:30	Planned Or Spontaneous Approaches
12:30	13:15	<i>Lunch</i>
13:15	13:30	Organising
13:30	14:00	Extracting Actions
14:00	14:30	What's Important
14:30	14:45	Reviewing
14:45	15:00	Dealing with Interruptions
15:00	15:15	<i>Tea Break</i>
15:15	16:00	Being Assertive and how to say No?
16:00	16:20	Group Relaxation
16:20	16:30	Review of Day



Understanding Addictions

9:45 am	Arrival with Tea and Coffee
10:00 am	Introductions and welcome
10:15 am	<p>What is an Addiction?</p> <ul style="list-style-type: none"> • Definitions • Causal Factors • The Addictive Process
10:30am	<p>Types of Dependency</p> <ul style="list-style-type: none"> • Primary Symptoms • Secondary Symptoms • Process Addictions • Symptoms of Process Addictions
11:00 am	<p>Physical & Mental Effects of Addictions</p> <ul style="list-style-type: none"> • Alcohol • Drugs • Process Addictions
11:30 am	Tea & Coffee
11:45 am	<p>Exploring Unwanted Behaviours</p> <ul style="list-style-type: none"> • Identifying Addictive Behaviours • Cravings • Co-dependency
12:30 pm	Lunch
11.40 am	<p>Achieving Change</p> <ul style="list-style-type: none"> • Being Passionate about Change • Identifying Values • Solving Problems • Acting from the perspective of the True Self
1:15 pm	<p>Real Examples</p> <ul style="list-style-type: none"> • Case Studies • Applying REBT/CBT Approaches
2:00 pm	<p>Being Positive</p> <ul style="list-style-type: none"> • Safeguarding Against Relapse • Towards & Away From Addictions • Examining Addictions from a Pleasure, Power & Meaning Framework
3:00 pm	<p>Review</p> <ul style="list-style-type: none"> • What I have learned? • How will I use it?
3:00 pm	Close



INVESTORS IN PEOPLE

Supporting Shared Lives Carers by promoting positive Scheme Worker behaviour

Learning outcomes and objectives

This programme will equip participants with the knowledge that can help Shared Lives Scheme Workers demonstrate the skills and behaviours required to effectively support Shared Lives Carers. At the end of the workshop participants will be able to:

1. Describe the current research linking Scheme Worker behaviour to effectively supporting SL Carers
2. Identify the behaviours required by Scheme Workers to effectively support SL Carers by help participants develop these behaviours.

Time	Content
9:45 am	Arrival
10:00 am	Introductions and welcome
10:15 am	Outline, aims and motivation <ul style="list-style-type: none"> • Outline and aims of workshop • Why promoting wellbeing/why Scheme Workers are important • Introduction to the research/background
10:45 am	Understanding your feedback <ul style="list-style-type: none"> • Introduction to feedback and individual exercise for Scheme Workers to explore/understand their feedback from Shared Lives Carers
11:15 am	Break
11:30 am	Managing and communicating existing and future work <ul style="list-style-type: none"> • Small group exercise to develop understanding of the behaviours in this competency
12:00 pm	Reasoning/Managing difficult situations <ul style="list-style-type: none"> • Small group exercise to develop understanding of the behaviours in this competency
12:30 pm	Lunch
1:15 pm	Respectful and responsible: Managing emotions and having integrity <ul style="list-style-type: none"> • Plenary discussion to explore the barriers to showing this competency and how to overcome them
1:45 pm	Supporting the individual <ul style="list-style-type: none"> • Individual/plenary exercise to develop understanding of the behaviours in this competency
2:15 pm	Round-up and next steps <ul style="list-style-type: none"> • Summary of workshop • Individual exercises: Key strengths, development needs and actions and seeking support • Next steps
3:00 pm	Close and completion of feedback form

Please note: timings are approximate and may be subject to change on the day.