

12 MONTH BLOCK



# Accredited Courses

January to December 2019

TAKE A LOOK INSIDE...  
More courses added!



PLEASE NOTE: SHARE DOES NOT CHARGE VAT

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Welcome to **SHARE's Accredited Courses brochure** which covers the full year from **January to December 2019** - one of our three learning & development brochures.

**SHARE currently has three learning & development brochures:**

- **Accredited Courses**
- **Committee/Board Development**
- **Staff Development**

The Committee/Board and Staff Development brochure will be available every three months to help you plan ahead and keep your skills up to date.

All of the courses listed can be found on our website where you will be able to view a full course descriptor and book your place/s.

**SHARE** can deliver courses in-house, where and when you want and tailored to your organisation's needs.

Remember this brochure is just a 'snapshot' of what is on offer at **SHARE**. New courses and dates are being added to our website continually.

**PLEASE NOTE: SHARE DOES NOT CHARGE VAT**

## → A foundation in factoring

**A foundation in factoring** is a SHARE training programme endorsed by the Institute of Residential Property Management (IRPM). Completion of this programme leads to Associate membership of the IRPM (AIRPM).

This programme, which consists of 6 modules, has been designed for all staff involved in the delivery of factoring services including property managers, surveyors, housing assistants, finance officers & assistants, customer service staff, repairs and maintenance officers, and those involved in the management of complaints and regulatory compliance.

IRPM is the UK's leading professional property management body offering qualifications and accreditation. SHARE is the only organisation in Scotland delivering this well recognised and respected industry qualification.

**Delegates can attend individual classes but must attend all and pass the assessment to gain certification.**

**Please visit the SHARE website to book and for further information on each of the modules: [www.share.org.uk](http://www.share.org.uk)**

### 17.01.19 Glasgow

**Time:**  
9.30am - 4.30pm  
**Venue:** SHARE,  
Bob Allan  
Conference Centre,  
Saracen House,  
139 Saracen Street

### 14.03.19 Dundee

**Time:**  
9.30am - 4.30pm  
**Venue:** Abertay  
Housing Association

### 22.08.19 Glasgow

**Time:**  
9.30am - 4.30pm  
**Venue:** SHARE,  
Bob Allan  
Conference Centre,  
Saracen House,  
139 Saracen Street

#### Modules

##### Introduction to property management in Scotland - Module 1

Understand the 'rules' and frameworks that steer the delivery of a factoring service and the importance of compliance and a factor's limitations.

##### Operating within the legal framework in Scotland - Module 2

Examine the legal framework in which a factor operates including key property legislation as well as other relevant legislation including health and safety, data protection, etc

##### Meeting financial obligations - Module 3

Understand the financial obligations in delivering a factoring service; the management of floats, sinking funds and buildings insurance; and how to deliver value for money.

##### Building maintenance and management of repairs - Module 4

Gain a basic knowledge of what is required of a factoring property inspection and stock condition survey, how to manage the maintenance and repairs process within limits of deeds and regulations, and the maintenance regime required of factored stock.

##### Customer service excellence - Module 5

Understand the principles and practices of factoring customer service excellence, effective communication methods and review examples of good practice.

**Trainer: Mark Reid**

**Cost: Programme**

When booking full programme a discount of **10% has been applied**

Discounted price including assessment

**Member £1,250**

**Non-member**

**£1,930**

**Additional costs**

IRPM ASSOCIATE MEMBERSHIP

COSTS - There

is a one-off

joining fee of **£75**

plus an annual

subscription fee

for your Associate

Membership of the

IRPM currently at

**£129** (Apr2018)

Please see

website for a full

breakdown of

all costs and per

module rates.

## Delivering a professional property management service - Module 6

Acquire the skills to carry out a comprehensive property inspection, understanding when to action works identified and maximising the use of technology.

### Assessment

Once you have completed the 6 modules of the programme you can sit the 3 hour exam. A separate session is available on the morning of the assessment for those who require some last minute revision.

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**Please note: The 6 modules which can be taken together by booking the full programme or you can stagger your learning over 12 months. On successful completion you will receive a qualification in factoring as well as the opportunity to gain Associate membership of IRPM.**

### Glasgow

**17, 31 January, 14 February, 7, 21 March, 4 April and 25 April (assessment date)**

### Dundee

**14, 28 March, 11 April, 2, 16, 30 May and 20 June (assessment date)**

### Glasgow

**22 August, 5, 19 September, 3, 23 October, 7 November and 28 November (assessment date)**

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**05.04.19**

**04.10.19**

**Time:**

**9.30am - 12.30pm**

**Venue: 38 Lansdowne Crescent**

**Trainer: Peter Butcher**

**Cost:**

**Member £195**

**Non-member £295**

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## → Asbestos awareness (UKATA)

**Asbestos awareness training** is required for employees whose work could foreseeably expose them to asbestos. In particular, all demolition workers and those workers in the refurbishment, maintenance and allied trades should attend where their work will disturb the fabric of the building causing asbestos-containing materials (ACMs) to become exposed.

## → Chartered Institute of Housing (CIH)

The **Chartered Institute of House (CIH)** courses are aimed at staff who are considering a career in housing or looking to progress in their career. Courses are available are suitable for those who are new to the sector or have been in the sector for a number of years and want to gain a recognised qualification in housing to further their careers.

You can now study CIH levels 2, 3 and 4 through SHARE. Studying these courses will also give you student membership of the CIH for the time you are studying.

**18.04.19**

**29.08.19**

**Time:**

**9.30am - 4.30pm**

**Venue: Bob Allan  
Conference Centre**

**Trainer: Anne Kaye**

**Cost:**

**Member £675**

**Non-member £875**

### CIH Level 2 Certificate in Housing Practice

This course is ideal for staff who are new to housing, for Committee/Board members or anyone who is considering a career in housing. It's also for tenants and residents wishing to explore housing topics to enhance their personal involvement and understanding of housing issues.

This is the foundation qualification for a career in housing.

**18 April, 2, 16, 30 May and 13 June**

**29 August, 12, 26 September, 10 and 24 October**

**06.03.19**

**20.08.19**

**Time:**

**9.30am - 4.30pm**

**Venue: Bob Allan  
Conference Centre**

**Trainer: Jane**

**Heppenstall**

**Cost:**

**Member £1,100**

**Non-member £1,400**

### CIH Level 3 Certificate in Housing Practice

This course is ideal for staff and Committee/Board members who have already completed CIH Level 2 Certificate in Housing Practice or have at least two years' experience in the job.

It is the second rung in the ladder of career progression.

**6, 20 March, 3, 17 April, 1, 15, 29 May and 12 June**

**20 August, 3, 17 September, 2, 22 October, 5, 19 November and 3 December**

**04.09.19**

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Alan Smith**  
**Cost:**  
**Member £1,800**  
**Non-member £2,050**

**CIH Level 4 Certificate in Housing**

This course is ideal for staff who have been working in the sector for a few years or who have already achieved the level 3 certificate. This qualification provides individuals with the technical knowledge and understanding across a broad range of housing practice at management level. The qualification explores areas of housing policy, law and also professional practice, supporting development of personal growth. SHARE is taking a blended learning approach to cut down on the time required for class contact, as requested by students.

This course will be delivered over 7 classes and this will be teamed up with tutor, email and telephone support and learning using SHARE's e-learning platform.

Learning methods:

- Class contact
- group exercises
- reflection
- e-learning
- formative
- summative assessment

**4 September, 16 October, 27 November, 11 December (Tutorial) 2019, 15 January, 19 February and 1 April 2020**

**01.02.19****11.10.19**

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Helen**  
**Macintyre**  
**Cost:**  
**Member £250**  
**Non-member £295**

**→ First aid at work**

It is a legal duty for employers to ensure that if a member of staff takes ill or is injured while at work, immediate care and attention is provided. This course, delivered by a St Andrews First Aid trainer has been designed to ensure that delegates develop the practical skills and knowledge to provide that care and attention if and when it is required.

The Health and Safety Executive recognise St Andrews First Aid as a standard bearer in providing first aid training and delegates can be confident that by attending this course you will be receiving training with the highest level of quality assurance.

**1, 15 and 22 February**  
**11, 25 October and 1 November**

**11.03.19**  
**09.09.19**

**Time:**

**5.00pm - 7.30pm**

**Venue: Bob Allan  
Conference Centre**

**Trainer: Olwyn  
Gaffney**

**Cost:**

**Member £595**

**Non-member £895**



**No dates  
published for the  
course as awaiting  
accreditation**

## → **Governance of Scottish Housing Associations (GOSHA) SQA Customised Award**

This qualification is open to all Committee/Board members but it is recommended that candidates have served on their Committee/Board for at least one year. The qualification helps to develop skills, essential knowledge and understanding required to be an effective Committee/Board member. It also shows continued learning for Committee/Board in line with the Scottish Housing Regulator's recommendations.

The GOSHA award was designed in partnership with Committee/Board members for Committee/Board members.

This session is an induction and delegates will work through the qualification gaining evidence from their role. There will be an opportunity to come together to share experiences and network.

## **CIH Level 3 in Housing Maintenance**

This qualification is aimed at those individuals who have experience working within the housing sector and wish to bolster their technical knowledge. It is expected that the majority of candidates will be from a maintenance role but this course is also open to those in other roles within the housing sector providing they have requisite experience. The qualification builds upon the knowledge in Level 2 Housing Maintenance but completion of Level 2 is not a pre-requisite.

The aim is to provide candidates with necessary knowledge and understanding to enable them to support a housing maintenance function at operational level. Learners need to obtain 13 credits to complete the unit, all learners take the mandatory unit: professional practice skills for housing.



## ➔ Institute of Leadership & Management (ilm) is the UK's largest management body.

ILM courses are accredited and delegates will be required to sit an assessment to achieve this. However, courses can be taken without assessment if you do not require the ILM qualification.

Delegates who complete two or more modules may achieve the full ilm level 3 leadership and management. To achieve this delegates must complete assessments with a minimum credit value of 4 points across their chosen modules. See modules for individual credit values.

## 27.02.19

**Time:**

**9.30am - 4.30pm**

**Venue: Bob Allan  
Conference Centre**

**Trainer: Heather  
Ballantine**

**Cost:**

**Member £1,550**

**Non-member £1,850**

### **Leadership & team skills (ilm level 2 in Leadership and Management)**

This thought provoking and highly practical programme provides a superb platform for both practicing and aspiring team leaders to explore, develop and fine tune their team leading skills. On completion, delegates will be awarded with an internationally recognised, vocational qualification from ilm.

The course comprises of 4 core units, providing learners with an excellent learning platform that will provide them with greater skills, knowledge and confidence to lead their team more effectively.

**27 February, 26 March, 9 and 29 April**

## 29.03.19

**Time:**

**9.30am - 4.30pm**

**Venue: Bob Allan  
Conference Centre**

**Trainer: John Bonnar  
and Alastair Black**

**Cost:**

**Member £280**

**Non-member £380**

### **Understanding procurement and supplier management in the workplace (ilm level 3 module) Credit value - 2**

If you want to develop your knowledge and understanding of procurement and supplier management this course is for you.

This course is especially suited to you if you're pursuing a career in maintenance, technical services or development and you want to develop a strong CV, build your confidence and provide opportunity to move from assistant to officer level.

As this course can be taken for credit with the Institute of Leadership and Management there will be an assignment which will be assessed. The task will require you to analyse existing procurement and supply chain management processes and examine ways in which efficiency gains and improvements might be brought about within the context of your own association or co-operative.

**Please note: this course has been updated**

## 15.04.19

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Liz Metin**  
**Cost:**  
**Member £1,275**  
**Non-member £1,575**

### Leading innovation and change (ilm level 5)

This practical, interactive programme will provide participants with good practice methods, tools and techniques to lead innovation and change. This programme is suitable for those who lead a team and have responsibility for implementing projects.

The programme meets the learning requirements of two ilm units which combine to enable learners to achieve a level 5 award in Leadership and Management. The ilm units are:

- Leading Innovation and Change
- Becoming an Effective Leader

**15, 29 April, 10 (1/2 day) and 24 June**

*'Previously called  
 Exceptional leaders course'*

## 14.05.19

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Gary Dalziel**  
**Cost:**  
**Member £280**  
**Non-member £380**

### Understanding costs and budgets in your organisation (ilm level 3) Credit value - 1

This course is for anyone who needs to understand the place that budgets play in the daily routines of the workplace. It is specifically aimed at those who want to progress in their career and who recognise that in order to do that they will need to get their head around the money!

The purpose of this introductory course is to develop your knowledge and understanding of costs and budgets in your association/co-operative and particularly in your department.

## 23.05.19

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: John Bonnar**  
**and Alastair Black**  
**Cost:**  
**Member £280**  
**Non-member £380**

### Understanding how to manage contracts and contractors in the workplace (ilm level 3 module) Credit value - 2

This course is for anyone who will be acting on behalf of their organisation to negotiate and award contracts and manage them alongside the contractors. It is ideal for those in technical services or development roles who want to develop their knowledge, understanding and skills in this area.

Delegates will cover topics including basic contract law, types of contracts, contract management, contractor selection process and procedures tools.

**Please note: this course has been updated**

## 16.08.19

**Time:**  
9.30am - 4.30pm  
**Venue:** Bob Allan  
Conference Centre  
**Trainer:** John Bonnar  
and Alastair Black  
**Cost:**  
Member £280  
Non-member £380

### Managing projects in the workplace (ilm level 3 module) Credit value - 2

This one day course is particularly aimed at staff in maintenance, technical services or those who have a role in development and have a clearly definable beginning, middle and end.

The course will help you to develop knowledge and understanding of managing workplace projects as well as introduce you to project management tools to ease the project management task. Microsoft project will be used and learners are asked to bring a laptop with them to the session.

**Please note: this course has been updated**

## 27.08.19

**Time:**  
9.30am - 4.30pm  
**Venue:** Bob Allan  
Conference Centre  
**Trainer:** Heather Jack  
**Cost:**  
Member £280  
Non-member £380

### Understanding workplace information systems (ilm level 3) Credit value - 1

This course is for anyone who wants to get to grips with how to manage information in the workplace in a legally compliant, efficient and professional way. It is especially relevant to frontline staff who deal with members of the public, contractors and other service providers.

Technical services staff and those working in maintenance roles will also find this course beneficial as they develop their administrative knowledge and skills to enhance their careers.

## 04.10.19

**Time:**  
9.30am - 4.30pm  
**Venue:** Bob Allan  
Conference Centre  
**Trainer:** John Bonnar  
and Alastair Black  
**Cost:**  
Member £280  
Non-member £380

### Managing risk in the workplace (ilm level 4 module) Credit value - 3

This course has been created specifically for those working in maintenance, technical services or who have a role in development or will be expected to manage risks within a project or generally in your day to day activities.

This course has been devised especially for those pursuing a career in maintenance, technical services or development and you want to develop a strong CV, build your confidence and provide opportunities to move from assistant to officer level.

This course has been devised especially for those pursuing a career in maintenance, technical services or development and who want to develop a strong CV, build their confidence and be prepared for opportunities to move from assistant to officer level.

**Please note: this course has been updated**

**14.11.19****Time:****9.30am - 4.30pm****Venue: Bob Allan  
Conference Centre****Trainer: Brian  
Hutcheson****Cost:****Member £280****Non-member £380****Solving problems and making decisions (ilm level 3 module)  
Credit value - 2**

This course is for anyone who has to find solutions to problems or ways to improve a situation in the course of their work. That's probably everybody!

The course will help you to develop a critical set of skills which you will use for the rest of your career and life. It is specifically aimed at those in technical services or development who want to progress in their career and who are gradually building up different skill sets as they move along the career path.

In addition, through the process of learning and completing an assignment you will develop report writing skills that will be invaluable when you need to write a report for Committee/Board, lenders/funders, senior managers or whoever requires structured reports.

**Please note: this course has been updated**

## → Scottish Vocational Qualifications (SVQs)

Scottish Vocational Qualifications (SVQs) are based on standards that candidates must meet practically doing the job. You can work towards the following SVQs through SHARE.

**26.03.19**  
**24.09.19**

**Time:**  
**9.30am - 12.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Olwyn**  
**Gaffney**  
**Cost:**  
**Member £1,050**  
**Non-member £1,400**

### **Business administration (SVQ Level 2)**

The Business administration (SVQ level 2) is the qualification for you if you do general administration tasks.

This is an entry level qualification aimed at junior members of staff or those new to the sector.

To achieve the SVQ in Business administration candidates need to complete eight modules, three core and five optional showing competency in the workplace.

This is normally completed over 9-12 months.

**26.03.19**  
**24.09.19**

**Time:**  
**1.30pm - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Olwyn**  
**Gaffney**  
**Cost:**  
**Member £1,400**  
**Non-member £1,900**

### **Business administration (SVQ Level 3)**

The Business administration (SVQ Level 3) is the qualification for you if you already have approximately two years' experience of administration and you work as part of a team, but can also have some autonomy when making decisions in your job.

To achieve the SVQ in Business administration at Level 3 candidates need to complete eight modules, three core and five optional, showing competency in the workplace.

This is normally completed over 9-12 months.

**26.02.19**  
**28.10.19**

**Time:**  
**9.30am - 12.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Olwyn**  
**Gaffney**  
**Cost:**  
**Member £1,050**  
**Non-member £1,400**

### **Housing (SVQ Level 2)**

This is an entry level qualification aimed at junior members of staff or those new to the sector. It covers customer service, IT, working with your team and with a choice of housing management or repairs.

To achieve the SVQ in Housing at Level 2 candidates need to complete six modules, three core and three optional showing competency in the workplace. This is normally completed over 9 - 12 months.

**26.02.19**

**28.10.19**

**Time:**

**1.30pm - 4.30pm**

**Venue: Bob Allan  
Conference Centre**

**Trainer: Olwyn  
Gaffney**

**Cost:**

**Member £1,400**

**Non-member £1,900**



**No dates  
published for the  
course as awaiting  
accreditation**

## Housing (SVQ Level 3)

This qualification follows on from the SVQ level 2 in Housing and is aimed at staff who have responsibility for tasks or for supervising others.

To achieve this qualification at Level 3 candidates need to complete eight modules, three core and five optional.

This is normally completed over 9 - 12 months.

## Facilities management (SVQ Level 2)

This qualification is for you if you work within a concierge setting and/or carry out facilities management tasks in the work that you do.

To achieve the Facilities management at Level 2 candidates need to show competency in the workplace carrying out the tasks. There are three mandatory units and three optional units. These can be chosen depending on what areas of work that are undertaken on a daily basis.

This is normally completed over 9-12 months.

**Do you want a qualification which isn't listed here?  
Let us know and we will try to deliver it for you.**

## → Understanding buildings & managing repairs

**Understanding building & managing repairs** (City & Guilds Accredited Programme status). This programme has been designed specifically for non-technical staff involved in customer relations and repairs including administrative staff, receptionists, repairs centre staff, housing assistants, officers, and customer service staff. It is also helpful for those managing staff who have repairs reporting responsibilities, or are new to a maintenance role.

The programme consists of five modules which can be taken together or as standalone one-day courses. After attending the five modules delegates can take the assessment. On successful completion delegates receive a certificate for the programme. The five modules have to be completed within a 12 month period.

**Delegates are advised to book the full programme and sit the final assessment to achieve the qualification. Please visit the SHARE website to book and for further information on each of the modules and to book your place/s: [www.share.org.uk](http://www.share.org.uk).**

### 15.03.19 Glasgow

**Time:**  
9.30am - 4.30pm  
**Venue:** SHARE,  
Saracen House,  
139 Saracen Street

### 03.04.19 Dundee

**Time:**  
9.30am - 4.30pm  
**Venue:** Abertay  
Housing Association

### 26.08.19 Glasgow

**Time:**  
9.30am - 4.30pm  
**Venue:** SHARE,  
Saracen House,  
139 Saracen Street

### 09.10.19 Edinburgh

**Time:**  
9.30am - 4.30pm  
**Venue:** Edinburgh  
Castle Rock Edinvar  
**Cost:**  
Member £1,075  
Non-member £1,425

Please see website for a full breakdown of all costs and per module rates

#### Building construction

Gain a basic knowledge of building construction covering foundations, walls and roofs and associated common maintenance problems.

#### Damp & condensation in buildings

Delegates will examine the causes, effects and remedies for damp, condensation, rot and infestation in buildings.

#### Heating lighting & power

Delegates will gain knowledge of how electrical heating and lighting systems work in domestic properties and the common problems that are reported.

#### Plumbing & drainage

Learn about the water supply, distribution, drainage and waste systems in houses including gas heating and associated problems.

#### Building maintenance & reporting repairs

Review the common problems reported for domestic properties, understanding legal & regulatory obligations to classify, record and communicate these accurately for repairs and maintenance.

#### Glasgow

15, 29 March, 12, 26 April, 17 May and 7 June (assessment date)

#### Dundee

3, 17 April, 1, 15, 29 May and 21 June (assessment date)

#### Glasgow

26 August, 9 September, 7, 21 October, 4 November and 25 November (assessment date)

#### Edinburgh

9, 23 October, 6, 20 November, 4 December and 18 December (assessment date)

## 20.09.19

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Mark**  
**Pauley**  
**Cost:**  
**Member £195**  
**Non-member £295**

### → Working safely (IOSH)

Everyone at work should have an understanding of why they must 'work safely' and this course offers exactly that. The course is for people at any level who need a grounding in the essentials of health and safety for ISOH.

#### Topics covered are:

- **Introducing working safely;**
- **Defining hazard and risk;**
- **Identifying common hazards;**
- **Improving safety performance;**
- **Protecting our environment.**

**Additional costs are £47.00 and include workbook, certificate and admin fee.**

## 28.08.19

**Time:**  
**9.30am - 4.30pm**  
**Venue: Bob Allan**  
**Conference Centre**  
**Trainer: Mark**  
**Pauley**  
**Cost:**  
**Member £195**  
**Non-member £295**

### → Elementary Legionella awareness (REHIS)

This one day course will provide staff members with the knowledge and understanding of how to manage the risk of Legionella. It has been designed and is moderated by the Royal Environmental Health Institute of Scotland (REHIS)

The course is split into five modules which includes information on Legionella bacteria, Legionnaires' disease, risk assessing and hot and cold water systems.

On successful completion of the course candidates will receive a certificate for REHIS.

**Additional costs are £21.00 and include workbook, certificate and admin fee.**

## What else is happening at SHARE?

Please contact us for further information on the following:

### e-learning:

Why not make learning even easier by signing up to e-learning through **SHARE**. You can be learning new skills at anytime and anywhere you have an internet connection.

### In-house:

**SHARE** can work with you to deliver training specifically tailored to meet your organisation's objectives. In-house training is tailored, convenient and value for money.

### Events:

**SHARE** deliver a calendar of events each year but did you know we also event manage these for other organisations? If this is something you are interested in get in touch.

### Modern Apprenticeships:

Why not give a young person a step up in their career as well as bring in new skills to your organisation.

### Networks:

**SHARE** facilitate networks which are free to members and a small charge to non-members.

- **Chairs' Network**
- **Scottish Factoring Network**
- **HR Network**
- **Corporate Services Network**

Your next Accredited courses brochure will be with you early October 2019 and cover the full 12 months of the following year - helping you plan your training for a full year.

# Learning & Development Brochures

12 MONTH BLOCK

**Accredited Courses**  
January to December 2019



TAKE A LOOK INSIDE...  
More courses added!



PLEASE NOTE: SHARE DOES NOT CHARGE VAT

**LEARN with SHARE**

3 MONTH BLOCK

**Committee/Board Development**  
April to June 2019




**TRAINING**

- coaching
- knowledge
- development
- learn

PLEASE NOTE: SHARE DOES NOT CHARGE VAT

**LEARN with SHARE**

THIS IS A SNAPSHOT OF COURSES... MORE ARE AVAILABLE

3 MONTH BLOCK

**Staff Development**  
April to June 2019




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**LEARN with SHARE**

THIS IS A SNAPSHOT OF COURSES... MORE ARE AVAILABLE

# 2019



Follow us at:  [sharehousingtraining](https://www.facebook.com/sharehousingtraining)  [@training\\_share](https://twitter.com/training_share)

**SHARE**, Saracen House, 139 Saracen Street, Glasgow, G22 5AZ  
**T:** 0141 370 6877 **E:** [info@share.org.uk](mailto:info@share.org.uk) **W:** [www.share.org.uk](http://www.share.org.uk)

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