**INSPIRING WOMEN…** to learn and grow

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***To continue to offer and expand our range of opportunities for members, enabling all women to develop their personal skills, interact with like-minded women, share experience and knowledge, in a range of easily accessible training courses, activities and projects.***

**WI Adviser Training - Update**

Following an email from the Training Team sent to all federations in September 2022, we are conscious that you will be expecting to receive an update about the WI Adviser role review.

As you will appreciate, this is a crucial piece of work which will require time and dedication to ensure that any final proposal not only meets the WI Strategic Vision, but ensures that the role is fit for purpose, is inclusive and accessible for all women and enables the organisation to continue to grow. For these reasons, the role review is still underway, however, we will ensure that all federations are updated once this work is completed. In the meantime, please note that any training has been postponed until further notice. Thank you for your patience and co-operation.

**Inviting all Federation Chairman, Treasurers and Membership Chairman…**

**Wednesday 8 March 2023**

**Cost: Free**

Come together and attend a free online training session on Wednesday 8 March 2023. This session will be a bespoke training with practical and accessible information on key topics useful for all roles, as well as role-specific information and sessions. It will also include the opportunity for key federation roles to share successes, challenges, and learn from each other.

An example of key topics that will be covered include:

* NFWI strategy and the vision of the future
* Workload planning and effective budgeting
* Using the WI brand and key messaging
* NFWI operational updates
* Role-specific sessions on topics such as employment law, effective internal controls, and social media.

**Federation Trustee Training E-Learning - Reminder**

Federations are reminded that the Federation Trustee E-learning package is available on WI Training and is mandatory for all trustees. Please ensure all trustees have completed the training by the end of February 2023 and continue to inform the NFWI Education and Training Team of any changes to your Board of Trustees by returning the Federation Trustee Training Log to [training@nfwi.org.uk](mailto:training@nfwi.org.uk).

As an add-on to the trustee training e-learning, we are pleased to offer two further courses to support the efficient running of Boards and subsequently, better governance of your charity. These courses are primarily directed to Federation Trustees, however members wishing to attend are also welcomed…

**Conflict Management - The Conflict Training Company**

**Friday 10 March 2023 (9.30am to 12.30pm) or**

**Wednesday 10 May (1.30pm to 4.30pm)**

**Cost: £45 per person**

Learn how to control and manage your responses and ensure you have full capabilities to influence any interaction in a positive way. Focussing on easy-to-implement insights and strategies, members will learn to:

* Manage tone of voice and the speed of the conversation
* Manage body language to convey cooperation rather than any hint of confrontation
* Structure and control conversations
* Build confidence to manage challenging interactions even when the outcome of some conversations might not be as positive as you would have hoped.

**Speakers Trust: Speaking with Confidence**

**Tuesday 21 March 2023, 10am to 12.00noon, or**

**Thursday 1 June 2023, 2pm to 4pm**

**Cost: £20 person**

Does the thought of giving a presentation to a room full of people fill you with dread? If you have ever needed to share information in a clear and interesting way or even convince others of your point of view, then this is the workshop for you. It is suitable for all levels of ability and for like-minded people who want to become confident, articulate and engaging speakers.

This level 1 workshop will allow you to learn all the fundamentals of good communication, including voice control, body language and powerful connection. The workshop is highly interactive and you will be encouraged to step out of your comfort zone in a safe and relaxed environment, get the practice you need create great content and to get your message across finishing as a stronger, more effective speakers.

**Good Things Foundation**

In collaboration with The Good Things Foundation, we are delighted to offer WI members two new free-of-charge e-learning courses…

**More Internet Skills with Learn my Way:** Using the internet can seem like second nature to some, but for others, it can feel like a confusing minefield of clicks, links and cookies! This e-learning module is designed to give you confidence to safely use the internet and covers topics such as…

* Video calling
* Online shopping
* Socialising online and using Facebook
* Using a digital camera
* Watching and listening online
* Smart internet

**Social Media with Make it Click:** From Facebook and Instagram to the more career focused LinkedIn, there’s so many social media sites out there for you to engage with. This free e-learning module will allow you to get to grips with the main social media sites, including how they work, and which are right for you as well as guide you on social media basics, creating online content and creating a website.

**Please visit** [**Education & Training**](https://www.denman.org.uk/nfwi-events-competitions/products/) **to book your place on any of the courses listed above.**

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