

SHORT COURSES FOR VACATION CARE WORKERS

Notes for presenters

The courses are all of 1.5 hours duration and are designed for flexible delivery in small groups of up to 15 people (recommended number only).

Each course has three learning outcomes and is divided into three parts with a suggested activity to be undertaken in small groups, or individually, at the end of each part,

It is recommended that all presenters obtain a copy of Network's *Vacation Resource and Training Kit* which is available from Network. In addition at the end of each course notes there are recommended publications, available from Network, and other useful resources to assist with the presentation. A publications list is available from Network and details are on our website: www.netoosh.org.au.

We recommend that all participants receive a certificate of attendance for their CV on completion of the course, or a letter confirming that they have taken part in the course.

Suggested presentation format:

- Welcome and housekeeping details
- Introductions
- Outline of program - times and refreshment break if included.
- Expectations from group such as what they wish to take away from the session.

Other requirements:

- Attendance list for names and addresses of participants.
- Butchers paper or other large sheets paper (old posters are excellent)
- Flip chart or whiteboard (optional).
- Coloured textas
- White board pens (if needed)
- Blue Tack
- Masking tape
- Photocopies of course notes and any other handouts you may wish to provide such as information about your vacation care project.

Consider whether you will provide refreshments. This is always an excellent opportunity for socialising and 'networking'.

Contact

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Or visit Network's website www.netoosh.org.au

