

COMMUNITY DEVELOPMENT

Personal Best

The **Personal Best** Programme is an 8-10 week training and volunteering programme for people who are not in work or education, but would like to volunteer in their local community & improve their skills and chance of getting a job. You will be able to improve your CV, have practice interviews, and develop your IT and presentation skills.

This programme is for you if you:

- Are a jobseeker
- Live in Tower Hamlets
- Do not have any Level 2 qualifications (GCSEs) or above
- Are able to commit to 3 days of training & additional volunteering per week
- Have lived in UK for over 3 years

This programme is linked to the 2012 Olympic and Paralympic Games and aims to support people to move closer to employment over the next 5 years. All those that complete the Personal Best Programme will be guaranteed an interview to volunteer at London 2012.

The course will cover areas such as; Becoming a Volunteer, Volunteering & the Olympics, Equality & Diversity, Effective Customer Service, Public Safety Awareness, Emergency & Basic Fire Awareness, Conflict Resolution, Developing Team & Interpersonal Skills, Preparing for and Reflecting on a Volunteer Placement.

We will also cover travel expenses for the training and volunteering, so don't delay, get in touch today!

To find out more contact Mandisha Smith on **020 7364 5064** or **020 7364 5738** or email **mandisha.smith@towerhamlets.gov.uk**.

Personal Best

Day	Time	Start Date	Weeks	Level	Advice (Y/N)	Course Code	Location	Fee/Concession
Mon, Tues & Wed	10:00 - 15:30	April	10	1	Y	tbc	tbc	Free

Community Development

The Community Development Work Course (CDW) is 36 week programme for people who are working or volunteering in their local community. The CDW course aims to promote good practice and increase awareness & understanding of the key practices, principles & values involved in CDW.

The **Certificate in Community Volunteering** is a 12 week accredited programme for people who are particularly interested or involved in volunteering in their local community. All courses are delivered with local community partners.

Courses are due to start shortly. If you are interested in Community Development Work Training, Community Volunteering or the Personal Best Programme contact **Mandisha Smith** on **020 7364 5064** or **020 7364 5738** or email **john.omoti@towerhamlets.gov.uk**.