Connecting Country has received funding from the Victorian State Government to provide training for Landcare groups in three areas: governance, financial management, and first aid. This is to support our 30 local Landcare and Friends groups and arm them with some of the skills needed to continue their great work into the future.

If your group is interested in receiving training in any of these areas, please fill out the relevant form(s) below and return to asha@connectingcountry.org.au or PO Box 437, Castlemaine, 3450 by **Friday 31st August 2018.**

More information on the timing, etc. of the training will be available after the initial EOI process. If you have any specific needs around this, please make a note in the form(s).

If you have any questions, please give Asha a call on (03) 5472 1594 or email asha@connectingcountry.org.au

Summary of training available to Landcare groups (see EOI forms on following pages):

* **EOI #1 - Governance:**
* Half-day of training.
* How to run an efficient, effective, and fun meeting.
* How to achieve your group’s goals.
* What are you responsible and liable for?
* **EOI #2 - Financial management:**
* Half-day of training.
* How to manage your group’s finances, reports, and budget.
* How to prepare invoices / tax invoices.
* Understanding GST (for groups registered and not registered).
* Using reports for decision-making.
* **EOI #3 - First Aid:** Option of Level II First Aid training (*#HLTAID003 Provide First Aid)* or a CPR refresher course (*#HLTAID001 Provide Cardio Pulmonary Resuscitation)*.

**EOI #1 – GOVERNANCE TRAINING**

**Name of Landcare/Friends group:**

**Nominee for governance training:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Role in your group** (e.g. President, Secretary, member) | **Phone number** | **Email address** | **Have you undertaken governance training before? If yes, how long ago?** |
|  |  |  |  |  |

**Do you any of your group’s committee members have governance training? If yes, how many?**

**Please follow this link to select your preferred dates from the options in Doodle Poll (if this doesn’t work for you, feel free to write in your availability below):** [**https://doodle.com/poll/i9mpqemq4r4wk6qs**](https://doodle.com/poll/i9mpqemq4r4wk6qs)

**Is there anything else you’d like to add?**

**EOI #2 – FINANCIAL MANAGEMENT TRAINING**

**Name of Landcare/Friends group:**

**Nominee(s) for financial management training:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Role in your group** (e.g. Treasurer, President, member) | **Phone number** | **Email address** | **Have you undertaken financial training before? If yes, how long ago?** |
|  |  |  |  |  |
|  |  |  |  |  |

**Do you any of your group’s committee members have financial training? If yes, how many?**

**Please follow this link to select your preferred dates from the options in Doodle Poll (if this doesn’t work for you, feel free to write in your availability below):** [**https://doodle.com/poll/ed75ssh5didhdmsa**](https://doodle.com/poll/ed75ssh5didhdmsa)

**Is there anything else you’d like to add?**

**EOI #3 – FIRST AID TRAINING**

**Name of Landcare/Friends group:**

**Nominee(s) for First Aid training:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Role in your group** (e.g. President, member) | **Phone number** | **Email address** | **Are you interested in a) Level II First Aid training (*Provide First Aid)* or b) CPR refresher course (*Provide Cardio Pulmonary Resuscitation)*? If both, please note which your first preference is.** | **Have you undertaken First Aid training before? If yes, how long ago?** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Do you any of your group’s members have current First Aid training (who regularly attend working bees, events, etc.)? If yes, how many?**

**Please follow these links to select your preferred dates from the options in Doodle Poll (if this doesn’t work for you, feel free to write in your availability below):** *Provide First Aid -* [*https://doodle.com/poll/anyz5sbzk322wevb*](https://doodle.com/poll/anyz5sbzk322wevb) *; Provide Cardio Pulmonary Resuscitation -* [*https://doodle.com/poll/9mksbhg8znn42pwv*](https://doodle.com/poll/9mksbhg8znn42pwv)

**Is there anything else you’d like to add?**