

Timetable of Events September 2020

August 2020

MON	TUES	WED	THURS	FRI
31	1	2	3	4
BANK HOLIDAY	14.00 -15.00 Belief in your skills and qualities	09.30 - 13.00 Sector-Based work academy (SBWA) for COOK		10.30 - 12.00 Job Action Group
		14.00 - 15.00 Wellbeing Wednesdays	12.30 - 14.00 Mindful Mile Experience	
7	8	9	10	11
09.30 - 13.00 Sector-Based work academy (SBWA) for COOK	10.00 - 11.30 Sector-Based work academy for Health & Social Care		10.00 - 13.00 Sector-Based work academy for Health & Social Care (condensed version)	10.30 - 12.00 Job Action Group
	14.00 -15.00 Confidence through effective communication	14.00 - 15.00 Wellbeing Wednesdays	12.30 -14.00 Mindful Mile Experience	
14	15	16	17	18
09.30 - 13.00 Sector-Based work academy (SBWA) for COOK	10.00 - 11.30 Sector-Based work academy for Health & Social Care		09.30 - 12.00 Youth mentoring circle	10.30 - 12.00 Job Action Group circle
	14.00 - 15.00 Emotions, Resilience and Assertiveness	14.00 - 15.00 Wellbeing Wednesdays	12.30 - 14.00 Mindful Mile Experience	14.00 - 15.00 Preparation for starting work
21	22	23	24	25
	10.00 - 11.30 Sector-Based work academy for Health & Social Care		09.30 - 12.00 Youth mentoring circle	10.30 - 12.00 Job Action Group circle
	14.00 -15.00 Emotions Resilience and assertiveness	14.00 - 15.00 Wellbeing Wednesdays	12.30 -14.00 Mindful Mile Experience	

28	29	30	1	2
			09.30 - 12.00 Youth mentoring circle	10.30 - 12.00 Job Action Group circle
	14.00 -15.00 Introduction to Mindfulness	14.00 - 15.00 Wellbeing Wednesdays	12.30 -14.00 Mindful Mile Experience	

Workshop Descriptions

Sector-Based Work Academy (SBWA) for COOK

Facilitator: Michael Foster

Co-Facilitator: Natasha Murphy & Steve Matthews

As part of our sector based work academy scheme, these workshops are for people that wish to work for COOK in Sittingbourne. The workshops are running for 5 weeks, followed by 6 sessions delivered by COOK. This will include guaranteed interviews and a virtual tour.

Vocational Pipeline for Care work

Facilitator: Michael Foster

Co-Facilitator: Natasha Murphy

As part of our sector based work academy scheme, these workshops are for people that wish to work in the care sector. The workshops are running for 2 weeks and will include what you need to know and how to prepare for that interview.

Youth mentoring circle

Facilitator: Natasha Murphy

Co-Facilitator: Steve Matthews & Michael Foster

The Mentoring Circles Programme uses positive role models to support young people to build confidence, self-efficacy and employability. Some of the things that you will learn are about Interview Preparation, STAR, Coaching and the GROW model and how they can be applied

Action & CPD planning

Facilitator: Michael Foster

Co-Facilitator: Natasha Murphy

You will leave this workshop with an Action Plan to put into practice.

We also cover tips and the importance of creating a log of your CPD

All participants will need a pen or pencil and a couple of sheets of A4 paper to hand

The world of Virtual Interviews

Facilitator: Michael Foster

Co-Facilitator: Natasha Murphy

Looks at how to prepare for a virtual interview, from the moment you receive the invite.

Together we will go through all the steps, and things to consider leading up to that interview.

STAR and virtual Interviews

Facilitator: Michael Foster

Co-Facilitator: Natasha Murphy

We will prepare you to understand behaviour / situational interviews by using the STAR technique: and you will have the opportunity to put STAR to the test,

Mindfulness Workshop

Facilitator: Steve Matthews

Co-Facilitator: TBA

An interactive workshop covering the six core areas of Mindfulness.

Each week includes a practical exercise to try and online resources for independent practice.

Wellbeing Wednesdays

Facilitators: Michael Foster and Natasha Murphy

This wellbeing clinic brings a multi-agency approach to offer advice and guidance around situations that you may require support with, alternatively training and development needs.

Mindful Mile Experience

Start date: Currently running every Thursday (clients may join at any time)

Facilitators: Michael Foster and Natasha Murphy

This covers the 6 ways to wellbeing; in a fun and interactive way

Workshops start on Teams at 12.30pm, then at 1pm we all go out for a run, walk or jog for 30minutes.

Completing the workshop with a group discussion.

Confidence through effective communication

Facilitator: Steve Matthews

Co-Facilitator: Jane Southouse

Learn how to communicate and project your confidence in all aspects of life

Preparation for work

Facilitator: Steve Matthews

Co-Facilitator: Jane Southouse

This workshop has been requested for those of us that may struggle with daily routines.

This is the ideal course for those who are preparing to go into work. You will learn new strategies that you can start to use from the following day.

Belief in your skills and qualities

Facilitator: Steve Matthews

Co-Facilitator: Jane Southouse

Come with us on this journey to explore the skills and qualities that you have and how they can be applied in the workplace.

Going forward into employment

Facilitator: Steve Matthews

Co-Facilitator: Jane Southouse

Putting together the key elements of confidence and assertiveness with work being the focus

Job Action Group (JAG)

Facilitator: Jane Southouse

Co-Facilitator: Steve Matthews

Join us at our virtual JAG for various job search activities. The session will also support anyone needing help with upcoming interviews and overcoming any barriers to applying for specific jobs.

Contact details of your course facilitators, or if you have any questions around Microsoft Teams:

Michael.foster@shaw-trust.org.uk

Natasha.murphy@shaw-trust.org.uk

Steve.matthews@shaw-trust.org.uk

Jane.southouse@shaw-trust.org.uk

Once on the course list you will receive invites to all workshops that we are offering. The invites will be sent prior to workshop commencement so remember to check your email daily. When you receive a workshop invite there will be a link to join Microsoft Teams which is free and you can access Microsoft Teams through your browser or install the app alternatively you can download here: <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app>

If you have not got internet, on some workshops there may be a conference call facility, so that you will be able to dial in. Please request this in advance so that you can be invited.

Please note: timetable may be subject to change