



Skills for professional delivery of services
Management and leadership training

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Skills for professional delivery of quality services

Management and leadership training



Professional skills drive the delivery of quality services to users and beneficiaries. A variety of training methods and aids ensure competency of the subject areas. Our courses are based on the skills that we believe voluntary and community organisations need to function efficiently effectively and economically.

In a dynamic civil society sector that is always in transition, professional skills drive the delivery of quality services to users and beneficiaries. Our approach to training is to introduce concepts in management of operations and to contextualise these topics by using a variety of training methods and aids to ensure competency of the subject areas. Our courses are based on the skills that we believe voluntary and community organisations need to function efficiently effectively and economically.

The programmes include

- Committee skills - Effective Meetings, Communication and Presentation, Roles and Responsibilities
- Project development - Project Development, Monitoring and Evaluation, Effective Teamwork
- Functional management - Budgets and cashflow, Managing staff and volunteers, Financial Control
- Strategic management - Strategic Planning, Business plans, Fundraising Strategies
- Partnership formation - Quality Assurance, Partnership Development Strategies, Marketing

Equinox Consulting is an innovative, dynamic and specialist management consultancy promoting social and economic advancement for disadvantaged communities through **management consultancy, training and research services in community development, enterprise generation strategies and employment initiatives.**

Over the past 28 years, we have worked with community organisations and individuals primarily from African, Caribbean and Asian communities and have executed projects that affect inner city, black and ethnic minority, refugee and other excluded communities.

Please find attached our project sheet which provides more information on projects we have carried out on this service.

You may also visit our website at www.equinoxconsulting.net for more information on other services we offer such as

- facilitation of strategic awaydays
- policy research on minority issues
- evaluations, reviews and appraisals
- strategic business and delivery plans
- feasibility studies for community facilities
- roles and responsibilities of board trustees
- management training and leadership courses
- capacity building and community consultations
- enterprise skills training and promotion strategies
- employment skills training and placement initiatives



Management training and leadership courses

Management Training and Leadership courses



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NHS BME Leadership Programme - Breaking Through

Capacity building work with senior BME staff to help them to progress to executive director level

Terrence Higgins Trust- Management skills training for African Community Organisations working with people affected by HIV to ensure that they operate their organisations more effectively to the benefit of their users

Community Organisations Forum Tower Hamlets - series of management development programmes targeted at project workers and staff of member community organisations

Immigration Advisory Council-Delivery of training programme on personal development and teambuilding skills for members of staff. Sessions include teambuilding, timekeeping, objective setting and conflict resolution.

SureStart Southwark-Training programme for staff on roles and responsibilities, teambuilding

SAVO, LVAC, VDA

Provision of training sessions for voluntary groups and community organisations in various topics of management. This includes Business Planning, Teambuilding, Project Appraisals and Management, Fundraising, Health and Safety issues, Conflict management strategies, Equalities and Diversity, Monitoring and Evaluation, Marketing, Financial Management, Policies and Procedures, Partnership Forums, Leadership, Management of Volunteers, Roles and Responsibilities and Training the Trainer

NCVO

Implementation of a programme of support for chairs of small organisations from black and minority ethnic communities. The programme was implemented as a pilot under the innovative funding from the Active Community Department of the Home Office and involved training sessions on a variety of issues relating to governance and responsibilities as trustees in small voluntary and community organisations

Kensington and Chelsea Social Council, BTEG

Development of a training programme for community organisations on business planning and fundraising strategies.

Derby Millennium Network

A leadership programme focusing on Functional Management, Management Committee, Strategic Management and Partnership Formation Skills

Voluntary Action Leicester

Delivery of a management development programme to several groups that involved sessions on roles and responsibility, teambuilding and business planning, leadership and management accounts

Thames Telethon

A Community Groups in Transition Course for voluntary project workers. Topics included, Fundamentals of Community Enterprise Management, Strategic Planning, Business Planning, Innovative Marketing Strategy, Staffing and Reward Systems, Service Delivery and Agreements, Efficient Resource Management, Financial Control Systems, Funding and Fund-raising, Budgeting and Cashflows.

Federation of Black Housing Organisations

The design and development of Housing Finance workshops.

Commission for Racial Equality

The design, development and implementation of a Financial Management Course for voluntary project workers. Topics included, Objective Setting, Fund Raising, Financial Records, Record-keeping, Budgets and Cash Flows, Final Accounts, Fund Management, Accountability to Funding Bodies.

ICOM

The implementation of personal development seminars for women returning to work.

