

## Booking Form

Please use separate booking form for each person.

**Cost:** £100 per person, per day (voluntary/community); £175 per person, per day (statutory/commercial)

**Venue:** The Prince's Trust, Block 5, Jennymount Court, North Derby Street, Belfast, BT15 3HN

**Time:** Full day courses - 10am – 4pm  
Lunch is provided.

Name:

Position/Dept:

Organisation:

Address:

Post Code:

Tel:

Email:

Course Name:

Course Date:

Course Fee: £

**Optional ILM award** (applicable to some courses)

£45 per course

Registered charity no.

Do you have any special requirements?

Please return form to 'Training Bookings' at CENI's office.

### ILM ENDORSED SELF-EVALUATION TRAINING AND SUPPORT PROGRAMME

We offer a higher level award for those who wish to progress beyond stand-alone training sessions. Programme participants are required to attend four one-day training courses - three compulsory and one of their own choice from a selection.

In addition, participants will be supported through group and one-to-one sessions to carry out exercises which lead to the completion of a small scale self-evaluation project relevant to their work.

If you would like an application form for the ILM Endorsed Self-Evaluation Training and Support Programme, or for more information on our range of training and support services, please contact Gladys Swanton at [gladys@ceni.org](mailto:gladys@ceni.org) or telephone 028 90248 005. More information is also available from [www.ceni.org](http://www.ceni.org)

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Belfast, BT7 1SH  
**Tel:** 028 90248 005  
**E:** [info@ceni.org](mailto:info@ceni.org)  
**W:** [www.ceni.org](http://www.ceni.org)  
Charity No: X02077/95

Strengthening the voluntary and community sector through a better understanding and use of evaluation

Training Calendar  
2010



CENI provides training in evaluation and quality for staff, managers and volunteers in voluntary and community organisations, as well as statutory service providers. Our service is also used by funders to help them provide support in evaluation to their funded groups. As we are rooted in the sector, we understand the challenges facing organisations. Our training reflects the themes and issues relevant today and we work to ensure our courses are designed to meet the sector's particular needs.

#### **We offer:**

- **Open courses** providing an introduction to evaluation and quality
- **Customised training** based on our open courses and tailored to meet your specific organisational needs
- **Longer-term programmes** providing more in depth training and support
- **ILM (Institute of Leadership and Management) Endorsed Programme of Training and Support in Self-Evaluation**



CENI is an approved provider of Development Programmes through the Institute of Leadership and Management - the UK's largest awarding body for leadership and management qualifications. An ILM Development Programme award is available on courses marked 

#### **EVALUATION COURSES**

##### **Introducing Self-evaluation (1 day)**

21 January 2010; 15 April 2010

Introduces the concepts and issues relating to self-evaluation and the steps and stages involved in its implementation into everyday working practice.



##### **Methods & Tools for Self-evaluation (1 day)**

11 February 2010; 29 April 2010

Designed to help participants understand the different approaches to gathering evidence and the range of evaluation methods and tools available.

##### **Analysing & Reporting (1 day)**

11 March 2010; 27 May 2010

Explains the process of analysis and helps participants consider approaches for examining both quantitative and qualitative evidence.

##### **Getting the Most From External Evaluation (1 day)**

23 February 2010

Explores issues such as the purpose of external evaluation, what it involves and how to go about commissioning an evaluation consultant so as to ensure best value.



#### **OUTCOMES COURSES**

##### **Introducing Outcomes (1 day)**

25 February 2010; 13 May 2010

Focuses on measuring the benefits gained from project activities and provides an introduction to concepts and issues as well as tools and approaches to evaluating outcomes.

##### **Evaluating Social Capital Outcomes (1 day)**

18 February 2010

Demystifies concepts and explains the different dimensions of social capital. Participants will be supported to identify social capital outcomes and indicators as well as explore tools for gathering evidence.

#### **QUALITY COURSES**

##### **Implementing PQASSO (2 day)**

3-4 March 2010

Covers all aspects of introducing and implementing the Practical Quality Assurance System for Small Organisations (PQASSO).

##### **\*NEW FOR 2010 - HALF-DAY SEMINARS\* 'Social Assets Research – A New Approach to Understanding and Working with Communities'**

4 February 2010, 25 March 2010

For further information contact CENI.