

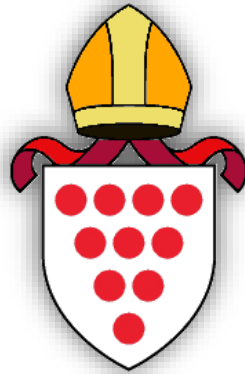


DIOCESE OF  
WORCESTER

**Training & Events  
Programme**

**SPRING 2024**

*A range of training and events in the  
Diocese of Worcester*



**Kingdom People**

love • compassion • justice • freedom

Dear Colleagues,

I'm delighted to introduce our programme of training and learning opportunities for the early part of 2024. As always, this contains a range of events, workshops and sessions for both ordained and lay ministers, church officers, and interested disciples, offered by the various parish support teams of the diocese. Please do pass on details to anyone in your benefices you think might be interested, and sign up yourselves!







I'm also pleased to take this first opportunity to greet you all in my new role as Director of Mission and Ministry. In my first few months in the diocese I have been deeply impressed with the calibre and commitment of the people I have met, and with the passion for Gospel and Kingdom I have encountered. I've also been deeply grateful for the warmth and helpfulness of many people as I get to know you all and your communities. Andy Todd, the new Diocesan Secretary, and I have been visiting the various Deanery Chapters to find out from you what your pressing needs and priorities are: these conversations have been invaluable in shaping our thinking about how to develop our training and learning offer going forwards. Watch this space to see those conversations and that thinking bear fruit in coming months!

We live and minister in times of huge challenge, but also of great opportunity. The purpose of the Mission and Ministry Team, and of all the teams here at Lowesmoor, is to support you in your participation in God's mission in this part of his world. We are only here because you are – please do let us know what would help you best as, together, we seek to be Kingdom People in the communities we serve.

Warm good wishes




A handwritten signature in blue ink, appearing to read 'Roger Latham', written over a light blue grid background.




***Roger Latham, Director of Ministry & Discipleship***





Key		
Ministry and Leadership	Buildings and Churchyards	Governance and Compliance
Finance and Administration	Education	Enrichment
 <b>Online</b>	 <b>In-person</b>	 <b>Both available</b>
<p><b>FCiLL is not a new course.</b> It is a way of organising the training material we already offer, and identify new material we need to support local leadership in our parishes. You can do a single session or multiple sessions, as and when you want or need to do them.</p>		 <b>Foundation Courses in Local Leadership</b>

## Contents

Course Title	Date	Location
Lunchtime Learning - Lectio Divina	16 January	Online
Understanding Ministry Share	18 January	Online
Collective Worship – The Heart of the School	18 January	In Person
Overview of Governance in a Church School	18 January	Online
Courageous Advocacy	25 January	In Person
Being a Treasurer – Part 1 Charity Law, Finance Processes and Bookkeeping	25 January	Online
Being an Ex-Officio or Bishop’s Representative	25 January	Online
Governors’ & Clerks’ Briefing	29 January	Online
Children Leading Worship	31 January	Online
Lunchtime Learning: Reading While Black	15 February	Online
Nurturing relationships between churches and schools: Part 1	16 February	In Person
Being a Treasurer Part 2 – Budgeting, Risk and Gift Aid	1 February	Online
Governors’ & Clerks’ Briefing	1 February	Online
Everything You Always Wanted to Know About the Church of England (but were afraid to ask)	5 or 7 February	Online & In Person
Worcester Diocesan Spirituality Gathering Not Drowning but Swimming: Keeping afloat in the storm	6 February	Online
Being a Treasurer Part 3 – Year-End Reporting	8 February	Online
Creating effective newsletters using MailChimp	8 or 19 February	Online & In Person
Balint-Style Reflective Practice Group	8 February	In Person
Church Finances for PCC Members	13, 21 or 22 February	Online & In Person
Lunchtime Learning - Journalling (with Ignatian flavour)	15 February	Online
Nurturing relationships between churches and schools: Part 1	20 February	In Person
PCCs as employers – what you need to know!	26 or 28 February	Online & In Person
Faculty Rules and Online Faculty System Refresher	27 February	Online
How to use the Parish Giving Scheme Better	28 February	Online
Enabling governors, foundation governors and Ex-Officios to monitor the impact of the school’s Christian Vision	5 March	Online
Stewardship for PCC Members	5, 7 or 13 March	Online & In Person
Lunchtime Learning - The Examen	12 March	Online
Good Shepherd? Caring for volunteers by good management.	14 March	In Person
Nurturing relationships between churches and schools: Part 2	19 March	In person
Helping Others use Your Church – Hiring, Licensing, Leasing	20 March	Online

<b>Enrichment</b>	<p><b>Lunchtime Learning - Lectio Divina</b> <span style="float: right;"><b>16 January, 12:30 – 13:30</b></span></p> <p>Led by Bishop Martin</p> <p>Lectio Divina is a shorthand for reflecting reading of the Bible. It can be translated “sacred reading” and is often paraphrased in English as “dwelling in the word”. This takes up Jesus’s saying in John’s gospel: “If you abide in my word, you are truly my disciples, and you will know the truth, and the truth will set you free.” Jn 8:31-32 ESV.</p> <p>A particular pattern of slow reading developed in monastic communities, and has now become a way of reading the Bible both individually and in a group which is valued for the simple approach it takes that is open to anyone who wants to try it. There are some methods that parish and other groups have found particularly useful.</p> <p>In this month’s session, Bishop Martin will lead a reflection on how we can make good use of <i>lectio divina</i> as both a personal and corporate spiritual discipline.</p> <p>Bishop Martin was a parish priest in Birmingham and Coventry dioceses before becoming Archdeacon of Oxford and now Bishop of Dudley.</p> <p><b>To book online:</b> <a href="https://forms.office.com/e/44saYu4Dtp">https://forms.office.com/e/44saYu4Dtp</a> </p>
<b>Finance and Administration</b>	<p><b>Understanding Ministry Share</b> <span style="float: right;"><b>18 January, 14:00 –16:00</b></span></p> <p>Ministry Share is the money requested from each church to contribute towards the local costs of ministry, such as your vicar’s stipend, housing and the cost of training new priests.</p> <p>This session will introduce Ministry Share and the principles behind it, consider where the money from Ministry Share goes, and how your request is calculated. We will also look at what grants are available to help your church with Ministry Share and think about how you might want to approach discussing splitting the Ministry Share request between the churches in your benefice.</p> <p><b>To Book online:</b> <a href="https://forms.office.com/e/VWCrAKrYN8">https://forms.office.com/e/VWCrAKrYN8</a>  </p>

Education	<p><b>Collective Worship – The Heart of the School</b> <span style="float: right;"><b>18 January, 10:00 – 12:30</b></span></p> <p>This course is aimed at headteachers, clergy and Collective Worship leads within a school. Collective Worship should be the beating heart of the school. In this course we will look at ways in which we can see Collective Worship afresh and look at opportunities for ensuring that worship is transported from a 20-minute session to a living expression of the school’s distinctively Christian vision, both inside and outside of the school. We will look at ways in which we can take worship beyond the gathered meeting and embed it into all that we do in school life.</p> <p>We aim to:</p> <ul style="list-style-type: none"> <li>• consider the question: ‘What is worship?’</li> <li>• examine the legal framework of worship</li> <li>• investigate practical ways to create different experiences of worship</li> <li>• explore ways in which Collective Worship is a whole way of life</li> <li>• explore the possibility of Eucharist within schools.</li> </ul> <p><b>Location:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p> 
Education	<p><b>Overview of Governance in a Church School</b> <span style="float: right;"><b>18 January, 18:00 – 20:00</b></span></p> <p>Suitable for governors who are either new to a church school, or who wish to refresh their knowledge and understanding, this training session will address the following key areas:</p> <ul style="list-style-type: none"> <li>▪ statutory responsibilities and core function of governance</li> <li>▪ church schools</li> <li>▪ Church of England developments in education</li> <li>▪ the role of a school governor</li> <li>▪ the responsibilities of a foundation governor</li> <li>▪ SIAMS church school inspection</li> </ul> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p> 
Education	<p><b>Courageous Advocacy</b> <span style="float: right;"><b>25 January, 10:00 – 12:30</b></span></p> <p>Helping children to become courageous advocates is an important aspect of enabling children to flourish in school. SIAMS asks us how well the school’s Christian vision inspires the whole school community to engage in social action and to be courageous advocates for change in their local, national and global communities. But what exactly is courageous advocacy and how can we promote it in our schools?</p> <p>This course will look at what courageous advocacy is and is not in our schools. We will also explore how SIAMS will inspect for courageous advocacy and look at some supporting resources.</p> <p>This session aims to:</p> <ul style="list-style-type: none"> <li>• develop an understanding of courageous advocacy in school</li> <li>• understand how children can become courageous advocates</li> <li>• look at some key resources for courageous advocacy including Christian Aid’s <i>Global Neighbours</i> scheme and the Archbishops’ Young Leaders Award.</li> </ul> <p><b>Location:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p> 

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Finance and Administration</b></p>	<p><b>Being a Treasurer – Part 1 Charity Law, Finance Processes and Bookkeeping</b></p> <p>Malcolm Edge and Peter Young from the Association of Church Accountants and Treasurers (ACAT) will lead this session. This course is relevant for new and experienced treasurers alike – and has been freshly updated for delivery online. With a very practical approach, this course equips today’s treasurer with the knowledge needed to carry out their multifaceted role. This session will include:</p> <ul style="list-style-type: none"> <li>- Treasurer as Trustee: Churches as charities and your responsibilities as a trustee</li> <li>- Treasurer as Bookkeeper: Managing finance operations; keeping accounting records and fund accounting.</li> </ul> <p>Usually, this course is £20 for each session, however, due to the Diocese being a block member of ACAT we are able to offer it for free. To find out more about ACAT, and how you can join for free, go to: <a href="https://www.cofe-worcester.org.uk/acad-the-association-of-church-accountants-and-treasurers.php">https://www.cofe-worcester.org.uk/acad-the-association-of-church-accountants-and-treasurers.php</a></p> <p>Please note: this is the first of three sessions in a series and it is strongly advised to book on all 3 sessions. (Part 2 will be held on 1<sup>st</sup> February and Part 3 will be held on 8<sup>th</sup> February.)</p> <p><b>To book:</b> <a href="https://forms.office.com/e/40JEf1NHcD">https://forms.office.com/e/40JEf1NHcD</a></p>	<p><b>25 January, 14:00 – 16:00</b></p>  
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Education</b></p>	<p><b>Being an Ex-Officio or Bishop’s Representative</b></p> <p>This session will look at the unique role of the clergy Ex-Officio or approved Bishop’s Representative on the governing body of a church school. We will review their responsibilities and provide an understanding of the position within the governing board and how it relates to other key stakeholders within the school. Additionally, this session offers an opportunity for the Ex-Officio or Bishop’s Representative to explore further ways for the school and church communities to work effectively together.</p> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p>	<p><b>25 January, 18:00 – 19:30</b></p> 
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Education</b></p>	<p><b>Governors’ &amp; Clerks’ Briefing</b></p> <p>Topics covered at the termly briefings will include</p> <ul style="list-style-type: none"> <li>• SIAMS,</li> <li>• Ofsted,</li> <li>• Governance,</li> <li>• Monitoring,</li> <li>• Multi-Academy Trusts,</li> <li>• Headteacher recruitment,</li> <li>• Data, attainment and progress,</li> <li>• Staff and governor wellbeing.</li> </ul> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p>	<p><b>29 January, 18:00 – 19:00</b></p> 

**Children Leading Worship****31 January, 10:00 – 12:30**

Many schools have CREW or Worship Teams that already play an active part in their worshipping lives. This training is designed to support teachers as they move their teams on further in their development by increasing children's skills as effective planners, leaders and evaluators of Collective Worship. The course will be very practical and, as well as including lots of useful ideas and new resources, will include examples of good practice from around The Diocese of Worcester.




This course is also suitable for clergy and foundation governors.




**Location:** [Diocese of Worcester Office Lowesmoor Wharf, Worcester](#)





**To book:** email [education@cofe-worcester.org](mailto:education@cofe-worcester.org)





<b>Finance and Administration</b>	<p><b>Being a Treasurer Part 2 – Budgeting, Risk and Gift Aid</b></p> <p>Malcolm Edge and Peter Young from the Association of Church Accountants and Treasurers (ACAT) will lead this session. This course is relevant for new and experienced treasurers alike – and has been freshly updated for delivery online. With a very practical approach, this course equips today’s treasurer with the knowledge needed to carry out their multifaceted role. This session will include:</p> <ul style="list-style-type: none"> <li>- Treasurer as Planner: Budgeting and risk management</li> <li>- Treasurer as Optimiser: Gift Aid, GASDS and VAT</li> </ul> <p>Usually, this course is £20 for each session, however, due to the Diocese being a block member of ACAT we are able to offer it for free. To find out more about ACAT, and how you can join for free, go to: <a href="https://www.cofe-worcester.org.uk/acad-the-association-of-church-accountants-and-treasurers.php">https://www.cofe-worcester.org.uk/acad-the-association-of-church-accountants-and-treasurers.php</a></p> <p>Please note: this is the first of three sessions in a series and it is strongly advised to book on all 3 sessions. (Part 1 will be held on 25<sup>th</sup> January and Part 3 will be held on 8<sup>th</sup> February.)</p> <p><b>To book:</b> <a href="https://forms.office.com/e/LVJ66YAPuN">https://forms.office.com/e/LVJ66YAPuN</a></p>	<p><b>1 February, 14:00 – 16:00</b></p>  
<b>Education</b>	<p><b>Governors’ &amp; Clerks’ Briefing</b></p> <p>Topics covered at the termly briefings will include</p> <ul style="list-style-type: none"> <li>• SIAMS,</li> <li>• Ofsted,</li> <li>• Governance,</li> <li>• Monitoring,</li> <li>• Multi-Academy Trusts,</li> <li>• Headteacher recruitment,</li> <li>• Data, attainment and progress,</li> <li>• Staff and governor wellbeing.</li> </ul> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p>	<p><b>1 February, 18:00 – 19:00</b></p> 

<b>Ministry and Leadership</b>	<p style="text-align: right;"><b>5 February, 19:00 – 20:30 (Online) OR 7 February, 14:00 – 15:30 (In Person)</b></p> <p><b>Everything you always wanted to know about the Church of England (but were afraid to ask)</b></p> <p>In response to requests from parishes and deaneries, Doug Chaplin and Sam Setchell will be running this session both online (Monday evening) and onsite (Tuesday afternoon) at the beginning of February.</p> <p>Have you ever been confused by church structures or jargon? Have you got questions about the church that you feel embarrassed to ask? If so, this training is for you!</p> <p>In this session, Sam and Doug hope to demystify as much of the Church of England as possible and answer your questions. They are happy to cover everything from our organisational language of benefices and synod through terms such as oversight ministry, pioneers and new worshipping communities to incomprehensible acronyms like PCC, DCC, BMO, DBF etc. And everything in between!</p> <p>Please let us know your questions on your booking form so we can make sure we can find out the answer. After the session, and with your active participation, we shall create a jargon-buster and list of frequently asked questions for our website.</p> <p>Sam is the Diocesan Director of Communications, and Doug is the Discipleship and Lay Training Officer.</p> <p><b>Location for in person training:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> <a href="https://forms.office.com/e/CajakRPFww">https://forms.office.com/e/CajakRPFww</a></p> <div style="text-align: right;">   </div>
<b>Enrichment</b>	<p style="text-align: right;"><b>6 February, 19:15 – 21:15</b></p> <p><b>Worcester Diocesan Spirituality Gathering Not Drowning but Swimming: Keeping afloat in the storm</b></p> <p>An evening of reflection and sharing facilitated by Rev'd Canon Wyn Beynon</p> <p>There is no charge for participating, but we will be inviting donations towards the expenses of the session.</p> <p>This online Gathering is for anyone who is seeking to explore their own spiritual awareness and deepen their faithfulness or experience in the life of prayer. It is also likely to be helpful for those who are – formally or informally – involved in the ministry of accompanying and listening to others on their spiritual journeys.</p> <p><b>To book:</b> Please contact the Revd Canon Nick Wright (<a href="mailto:revnmwright@btinternet.com">revnmwright@btinternet.com</a> or 07871 163140). He will be in contact beforehand with further details and the link you will need to join the session.</p> <div style="text-align: right;">  </div>

<b>Finance and Administration</b>	<p><b>Being a Treasurer Part 3 – Year-End Reporting</b> <span style="float: right;"><b>8 February, 14:00 – 16:00</b></span></p> <p>Malcolm Edge and Peter Young from the Association of Church Accountants and Treasurers (ACAT) will lead this session. This course is relevant for new and experienced treasurers alike – and has been freshly updated for delivery online. With a very practical approach, this course equips today’s treasurer with the knowledge needed to carry out their multifaceted role. This session will include:</p> <ul style="list-style-type: none"> <li>- Treasurer as Accountant: Financial Statements and Independent Examination</li> <li>- Treasurer as Communicator: Trustees’ Annual Report and the APCM</li> </ul> <p>Usually, this course is £20 for each session, however, due to the Diocese being a block member of ACAT we are able to offer it for free. To find out more about ACAT, and how you can join for free, go to: <a href="https://www.cofe-worcester.org.uk/acat--the-association-of-church-accountants-and-treasurers.php">https://www.cofe-worcester.org.uk/acat--the-association-of-church-accountants-and-treasurers.php</a></p> <p>Please note: this is the first of three sessions in a series and it is strongly advised to book on all 3 sessions. (Part 1 will be held on 25<sup>th</sup> January and Part 2 will be held on 1<sup>st</sup> February)</p> <p>To book: <a href="https://forms.office.com/e/pm6re7KVRN">https://forms.office.com/e/pm6re7KVRN</a></p> <div style="text-align: right;">   </div>
<b>Finance and Administration</b>	<p><b>Creating effective newsletters using MailChimp</b> <span style="float: right;"><b>8 February, 14:00 – 15:30 (in person)</b> <b>OR 19 February, 19:00 – 20:30 (online)</b></span></p> <p>If you’re thinking about using MailChimp to improve the email newsletters that you send out from your church (or are thinking of starting one), then this training is for you! It will cover the benefits of using this type of system, the practicalities of designing and sending a newsletter and the data protection issues that you need to be aware of. If you’ve heard that MailChimp is good, but don’t know where to start, then come along and we can help you! Bring your laptop to have a go at creating your first newsletter during the training. Led by James Atkinson and Sam Setchell from the diocesan comms team.</p> <p><b>Location for in person training:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p>To book: <a href="https://forms.office.com/e/QSDUCgJsyB">https://forms.office.com/e/QSDUCgJsyB</a></p> <div style="text-align: right;">   </div>

**Balint-Style Reflective Practice Group****Starting 8 February, 10:30 – 12:30**

The Balint-Style Reflective Practice Group, which began in 2011, will be running once again between **February and December 2024** and has some space for new members. It will run for 13 sessions over the year – normally every 3 - 4 weeks, term time only.

The aim of the group is to provide a confidential and supportive environment in which clergy can think more deeply about their work and its impact on them. Some form of consultation or reflective practice is common to all helping professions, and is increasingly being recognised and recommended as good practice within Christian ministry.

**Dates:**

February 8th, 29th  
March 21st  
April 25th  
May 16th  
June 6th, 27th  
July 18th  
September 12th  
October 3rd, 24th  
November 14th  
December 5<sup>th</sup>




**Cost:**




Each member will be asked to contribute £10 per group session.  
Participants are encouraged to consider claiming their CME grant to meet this cost.





**Location:** [Amphlett House, Droitwich Spa](#)




**To book or for further information:** Please contact the facilitator, Sarah Cooke on [sarahcooke558@btinternet.com](mailto:sarahcooke558@btinternet.com) or 01386 442253






<b>Finance and Administration</b>	<p><b>Church Finances for PCC Members</b> <span style="float: right;"><b>13 February, 14:00 – 16:00</b> (online) <b>OR 21 February 14:00 – 16:00</b> (in person) <b>OR 22 February 19:00 – 21:00</b> (online)</span></p> <p>A chance for members of the PCC to find out what they need to know about their church finances in order to ensure your trustee duties are fulfilled and help better plan for mission and ministry.</p> <p>In this session, we will be looking at what your responsibilities are with the finances as a PCC member. We will look at how to read accounts and interpret what they mean, why budgeting is important and how to do it, the different kinds of funds a PCC can hold, and look briefly at how we integrate this into our faith.</p> <p><b>Location for in person training:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> <a href="https://forms.office.com/e/MdEhH1R2JJ">https://forms.office.com/e/MdEhH1R2JJ</a></p> <div style="text-align: right;">   </div>
<b>Enrichment</b>	<p><b>Lunchtime Learning - Journalling (with Ignatian flavour)</b> <span style="float: right;"><b>15 February, 12:30 – 13:30</b></span></p> <p>Lots of people keep a diary, not as a planning calendar, but as a reflective summary of the day. Some of the most famous diaries aren't particularly reflective, but are published because they're gossipy. Keeping a private diary or journal, however, has been seen by many as a good way of reflecting on their experience.</p> <p>As a spiritual discipline, keeping a diary is usually called journalling, and involved recording both some experiences and reflective thoughts about the experience. It can be daily, or more occasional: different people find do it differently, and at different stages of their life.</p> <p>In this session, Alison Maddocks will reflect on the practice of journalling, drawing on her own experience of doing it. She is particularly influenced by Ignatian spirituality, and will be drawing on those traditions in exploring it with us.</p> <p>Alison is a former marketing executive who has served both as a parish priest in Derby diocese and stewardship officer in Worcester. She is currently our Dean of Smaller Churches, and has a passion for sailing. She journals herself as a way of reflecting on her own journey of faith, and will be talking out of her experience of doing so.</p> <p><b>To book:</b> <a href="https://forms.office.com/e/nZmwADVxkk">https://forms.office.com/e/nZmwADVxkk</a></p> <div style="text-align: right;">  </div>




<b>Education</b>	<p><b>Nurturing relationships between churches and schools: Part 1</b> <span style="float: right;"><b>February 20, 10:00 – 12:30</b></span></p> <p>Establishing and maintaining strong effective relationships between school and the local church has far reaching benefits to the community as a whole. This mutual relationship can support both the school and church community to flourish. In this course we will explore how to build strong relationships as well as look at activities that school and church can do together in order to support the flourishing of all.</p> <p>This is a 2-part course designed to help school and church work closely together.</p> <p><b>Part 1 is designed for clergy to set out the role of church schools and look at how our relationship fits with the 5 marks of mission.</b></p> <p><b>Location:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p> 
<b>Governance and Compliance</b>	<p><b>PCCs as employers – what you need to know!</b> <span style="float: right;"><b>26 February, 19:00 – 21:00 (online)</b> <b>28 February, 10:00 – 12:00 (in person)</b></span></p> <p>Being or becoming an employer can seem daunting but the key is to get the basics right. This training course will help you navigate the administrative and legal side of employing someone in your parish (including administrators, youth or family workers, caretakers or other paid staff).</p> <p>Led by the Diocesan HR team, it will offer clergy and PCC members information, guidance and best practice in an easy to understand, interactive format including the use of short videos and case studies. A range of resource templates will be provided as well as signposting for more complex queries.</p> <p>Jo Hyrons and Becky Lowe hold the role of HR Coordinator on a job-share basis, providing practical employment advice and access to a wealth of templates all specifically tailored to the Church environment as well as offering practical advice for clergy on a range of topics from wellbeing to common tenure! They are ably assisted by Liz Toone who has recently joined the team to support the HR process.</p> <p><b>Location:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> <a href="https://forms.office.com/e/vK3vyH5MNT">https://forms.office.com/e/vK3vyH5MNT</a></p>  

<b>Buildings and Churchyards</b>	<p><b>Faculty Rules and Online Faculty System Refresher</b> <span style="float: right;"><b>27 February, 19:00 – 20:30</b></span></p> <p><i>A regular update session on the requirements on PCCs of the Faculty Jurisdiction Rules when caring-for and developing church buildings and churchyards. There will also be a refresher session on using the Online Faculty System for making applications and an opportunity to ask any questions of the Church Buildings Team on your upcoming applications. For clergy, churchwardens, staff and others who may undertake roles such as fabric officer.</i></p> <p><b>To book:</b> <a href="https://forms.office.com/e/t9R6MvnB1r">https://forms.office.com/e/t9R6MvnB1r</a></p> <div style="text-align: right;">   </div>
<b>Finance and Administration</b>	<p><b>How to use the Parish Giving Scheme Better</b> <span style="float: right;"><b>February, 28, 12:30 – 13:30</b></span></p> <p>The months of March and April see twice as many people sign up to the Parish Giving Scheme (PGS) compared to other months. In this session, we will be looking at how you can encourage your congregation to join PGS, what benefits it brings to your church, and how to incorporate PGS into your church’s understanding of generosity. We will also look at how to promote one-off giving through PGS.</p> <p><b>To book:</b> <a href="https://forms.office.com/e/nZS09xm3Fv">https://forms.office.com/e/nZS09xm3Fv</a></p> <div style="text-align: right;">   </div>

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Education</b></p>	<p><b>Enabling governors, foundation governors and Ex-Officios to monitor the impact of the school's Christian Vision</b></p> <p>This session will give governors, foundation governors and Ex-Officios an understanding of their responsibilities with regards to monitoring the impact of the effectiveness of the Christian vision within a church school. Delegates will be given the practical resources to enable them to monitor the impact of the school's Christian vision.</p> <p><b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p>	<p><b>5 March, 18:00 – 20:00</b></p> 
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Finance and Administration</b></p>	<p><b>Stewardship for PCC Members</b></p> <p>A chance for members of the PCC to find out more about stewardship, how giving can be encouraged in your church and the different ways that people can give.</p> <p>In this session, we will be looking particularly at the Parish Giving Scheme, online and contactless giving as key mechanisms in encouraging gifts, thinking about how to link people's gifts with what you do as a church, and how to say thank you in a way that people understand. We will also think about the spirituality of giving and how this plays into our lives as Christians.</p> <p><b>Location for in person training:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a></p> <p><b>To book:</b> <a href="https://forms.office.com/e/XNi6e9U8tZ">https://forms.office.com/e/XNi6e9U8tZ</a></p>	<p><b>5 March, 10.00 – 12.00 on Zoom</b>  <b>OR 7 March, 19:00 – 21:00 on Zoom</b>  <b>OR 13 March, 14:00 – 16:00 in person</b></p>  



<b>Finance and Administration</b>	<p><b>Lunchtime Learning - The Examen</b> <span style="float: right;"><b>12 March, 12:30 – 13:30</b></span></p> <p>Led by Helen Stanton</p> <p>When laid up in bed convalescing after a bad war wound, the future St Ignatius started to realise that he felt changed by reading lives of saints in ways he was not be reading romantic adventures. Out of that realisation he developed a whole approach to spirituality which above all he put into his Spiritual Exercises.</p> <p>One of the key disciplines that he developed as part of that is known as the Examen (the normal Spanish word for exam). This refers to a reflection, usually undertaken near the end of the day, that recalls the past day, and tries to notice what was going on, where God was, and where the person was moving more towards or away from, the presence of God. There are several different versions of how to do this, still sharing the same broad approach.</p> <p>In this lunchtime learning session, Helen Stanton will explore how we can make the most of the Examen as a regular spiritual discipline. She is particularly focussed on doing this a positive exercise about growing our relationship with God, and avoiding the common danger of using it as a way of beating ourselves up for mistakes.</p> <p>Helen Stanton is the Warden of Holland House, and a lay theologian. She has trained lay and ordained people for ministry, most recently at the Queen’s Foundation, Birmingham. She is also an experienced leader of quiet days and retreats.</p> <p><b>To book:</b> <a href="https://forms.office.com/e/nxDppWCwBT">https://forms.office.com/e/nxDppWCwBT</a> </p>
<b>Governance and Compliance</b>	<p><b>Good Shepherd? Caring for volunteers by good management.</b> <span style="float: right;"><b>14 March, 13:00 – 16:00</b></span></p> <p>This 3 hour, in person, training will be led by Jo Hyrons from HR and Alison Maddocks, Dean of Smaller Churches. Together, in conversation and using case studies, we will explore:</p> <ul style="list-style-type: none"> <li>• The place of volunteering in the family of the church, including recruitment and retention.</li> <li>• Good principles and practice in managing volunteers.</li> <li>• When is a volunteer no longer a volunteer – understanding employment.</li> <li>• Keeping the show on the road, including dealing with conflict.</li> </ul> <p><b>To book:</b> <a href="https://forms.office.com/e/CuKXwvgs3r">https://forms.office.com/e/CuKXwvgs3r</a>  </p>

<b>Education</b>	<p><b>Nurturing relationships between churches and schools: Part 2</b> <span style="float: right;"><b>19 March, 10:00 – 12:30</b></span></p> <p>Establishing and maintaining strong effective relationships between school and the local church has far reaching benefits to the community as a whole. This mutual relationship can support both the school and church community to flourish. In this course we will explore how to build strong relationships as well as look at activities that school and church can do together in order to support the flourishing of all.</p> <p>This is a 2-part course designed to help school and church work closely together.</p> <p><b>Part 2 is designed for clergy and headteachers to work together to begin to plan activities to embed a strong, mutual relationship.</b></p> <p><b>Location:</b> <a href="#">Diocese of Worcester Office Lowesmoor Wharf, Worcester</a>  <b>To book:</b> email <a href="mailto:education@cofe-worcester.org">education@cofe-worcester.org</a></p> 
<b>Buildings and Churchyards</b>	<p><b>Helping Others use Your Church – Hiring, Licensing, Leasing</b> <span style="float: right;"><b>20 March, 14:00 – 16:00</b></span></p> <p>Enabling others to use your church or church hall is a regular administrative task for parish staff and volunteers. There are lots of practical and legal hoops in hiring, licensing or leasing the use of your spaces to third parties and this session will go through best practice in dealing with these procedures. For clergy, churchwardens, PCC secretaries/treasurers, parish administrators and others who may be involved in this work.</p> <p><b>To book:</b> <a href="https://forms.office.com/e/0pyu81zSyz">https://forms.office.com/e/0pyu81zSyz</a></p>  

## Safeguarding

### Governance and Compliance

View all safeguarding training and resources on the Diocesan website: <https://bit.ly/3F58oqv>

#### Basic Awareness course

Preparatory module and useful basic knowledge for anyone who is interested. This module is available via the [Safeguarding Training Portal](#).



#### Foundation course

Required learning for all PCC members, those working with children and/or vulnerable adults, and as pre-requisite learning for anyone needing to complete 'Leadership module'. Available via the [Safeguarding Training Portal](#).



#### Leadership Course

For Clergy, Licensed Lay Ministers (Readers), Authorised Lay Ministers, PSOs & Churchwardens. Takes place over two Zoom meetings plus some preliminary and post-course reflections; further information and dates on the [Diocesan Website](#).



#### Leadership Course – PTO Pathway

For those holding Permission to Officiate; an invitation will be sent at time of renewal.



#### Safer Recruitment Training

For Parish Safeguarding Officers, DBS Administrators, and anyone involved in parish recruitment, this is now available as an online course, accessible through the [Safeguarding Training Portal](#).

