



**Doncaster Federation
of Tenant's and Resident's
Associations**



FREE TENANT TRAINING PROGRAMME 2010-11

**We are offering two NEW OCR ACCREDITED COURSES in
Business Administration and Report Writing**

Date	Time	Course	Please tick ✓	Venues *See below
19 May 10	9.00 – 15.00	Introduction to Fundraising		TRRC
08 Jun 10	9.00 – 15.00	Basic ICT & Internet Safety		TRRC
09 Jun 10	9.00 – 15.00	Minute Taking		TRRC
16 Jun 10	9.00 – 15.00	Creative Writing		TRRC
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- First Aid
- Good Living/Good Housekeeping
- DIY Skills
- Equality and Diversity Awareness
- Committee Skills for TARA Committees and Call Centre Visits can be arranged.
- Goals UK – Self Esteem, Assertiveness and taking Total Responsibility
- Chair-Based Exercise for the Frailer Older Person
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St. Leger Homes of Doncaster has joined forces with the Housing e-Academy to provide you with the opportunity to improve your skills and knowledge from the comfort of your own home.

We are currently offering six modules:

- Fire Safety
- First Aid
- Introduction to Health and Safety
- Climbing the Career Ladder
- Healthy Living
- Managing a Home



To support you further in your development, we can also refer you to Jobmates.

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