



# Committee Training 2019 Timetable

Wednesday 18<sup>th</sup> September

Activity	Where	Time	Who
Society Leadership	Main Room	11:00 – 11:45	All Society Committees
BUCS Wednesdays	Picturehouse	11:00 – 11:45	Captain (+ VC)
Website, Marketing & Design		12:00 – 12:45	Any 1 CM
Mandate Training & Budgeting	Main Room	12:00 – 12:45	President & Treasurer
Grants & Fundraising		13:30 – 14:15	Any 2 CM
Socials & Complaints Procedure		14:30 – 15:15	Social Secretary + 1
Competition Funding & SU Events		15:30 – 16:00	Any 1 CM

Thursday 19<sup>th</sup> September

Activity	Where	Time	Who
Club Leadership	Main Room	10:00 – 10:45	All Club Committees
Using the Volunteering Hub		11:00 – 11:45	Any 2 CM
Mandate Training & Budgeting		12:00 – 12:45	President & Treasurer
Website, Marketing & Design	Picturehouse	13:30 – 14:15	Any 1 CM
Socials & Complaints Procedure	Main Room	14:30 – 15:15	Social Secretary + 1
Surridge Teamwear		15:30 – 16:00	Any 1 CM

Friday 20<sup>th</sup> September

Activity	Where	Time	Who
Mental Health First Aid	Main Room	09:30 – 16:30	Wellbeing Officer
Basic First Aid	Room 1 + 4	09:30 – 11:30	Any 1 CM
		12:00 – 14:00	
		14:30 – 16:30	
Risk Assessment	Picturehouse	09:30 – 11:30	Any 1 CM
		12:00 – 14:00	
		14:30 – 16:30	

Friday 27<sup>th</sup> September

Activity	Where	Time	Who
Mental Health First Aid	Picturehouse	09:30 – 16:30	Wellbeing Officer
Basic First Aid	Room 1 + 4	09:30 – 11:30	Any 1 CM
		12:00 – 14:00	
		14:30 – 16:30	

Friday 4<sup>th</sup> October

Activity	Where	Time	Who
Mental Health First Aid	Main Room	09:30 – 16:30	Wellbeing Officer
Basic First Aid	Room 1 + 4	09:30 – 11:30	Any 1 CM
		12:00 – 14:00	
		14:30 – 16:30	
Risk Assessment	Picturehouse	09:30 – 11:30	Any 1 CM
		12:00 – 14:00	
		14:30 – 16:30	

