



newslink

Dunedin Council of Social Services

JANUARY 2009



TRAINING AND EVENT CALENDAR

WHAT'S HAPPENING— 2009

Last year we thought it would be a good idea to provide you with a 'New Year' Newslink that lets you know all the exciting things that DCOSS will be either doing or supporting throughout the year. It was so popular that we have decided to do it again.

Included in this interim Newslink are::

- Training
- Events
- Forums

If you have any questions about these or would like to be a part of them please contact the staff on (03) 471 6177 or email admin@dcoss.org.nz.

First let us introduce our staff

- **Sue Russell**—Executive Officer. Sue is responsible for the smooth running of DCOSS, implementing strategic direction set by the Executive Committee, keeping current with sector news, social trends and issues, building relationships with central and local government and initiating discussion on areas of social importance. Her other passions include Community Entrepreneurism, developing services that combine resources and addresses organisational needs in a more effective and smart manner, utilising and promoting the experience, knowledge and expertise available within the community and social service sector. Also dear to her heart is making sure governance boards of organisations are aware of and have access to relevant training and information.
- **Alan Shanks**—Administrator and Assistant to the Executive Officer. Alan is responsible for the day to day running of Dunedin Community House, administrative duties of DCOSS as well as assisting in some of the

projects. This year he is also taking on Membership management—so if you have any questions about membership and DCOSS services, please contact him. Alan's particular interests are in Youth and Church based community development.

- **Jacinda Smail**—Reception and Admin Assistant. Jacinda is the friendly face and voice of DCOSS. She takes all inquiries, organises room bookings for Dunedin Community House and assists Alan with the Administrative tasks. This year Jacinda will be taking on the additional role of Sector Training Administrator.

We encourage you to look through this interim Newslink. See if there is anything of any interest to you, your staff or your governance board. This year we have included a calendar, that is colour coded to the Training or Event Provider, to make your planning a little easier. .

DCOSS has an important role in looking at ways organisations can be better resourced and empowered to continue doing the valuable work within our communities. To do this we rely on you our members and the wider community to let us know what issues they are facing, what is working for them and what isn't and any ideas that you think DCOSS could follow up on.

We look forward to working with you all this year.

Sue Russell
EXECUTIVE OFFICER

DCOSS has taken care to ensure information provided in this Newslink is correct. However, we recommend that you check on the DCOSS website - www.dcross.org.nz - go to the training calendar or contact the Training or Events Provider directly for confirmation of information or to register as dates, times and venues may change without notice.

*DCOSS's vision is for
'An Inclusive, Informed and Empowered Dunedin Community'*

By being a visionary leader in building cohesive and robust Dunedin communities through cooperation, communication and connectedness.

Registration for these events is required. If you wish further information or want to register for any of the events listed in this Newslink, please contact Sue Russell on 471 6150 or email sue@dcoss.org.nz unless otherwise directed.

Training Expo 1

The Training Expo is an ideal opportunity to talk face to face with sector training providers and discuss your training and capacity building needs for 2009. There will be at least 19 Training Providers present including awareness training, governance, management, social work and community development as well as professional development courses.

Training providers include:

- University of Otago—Dpt of Social Work & Community Development
- Unitec—Not for Profit Management
- Free Spirit Training and Development
- Otago Chamber of Commerce—NFP Courses
- New Zealand Institute of Management
- Royal New Zealand Foundation of the Blind
- Otago Polytec
- PACT
- ESOL Home Tutoring
- Training in Action
- Maverick Trust
- Te Wananga o Aotearoa
- DCOSS
- Stroke
- DARE
- Deaf Association
- SF Otago
- Dpt of Labour
- Kokiri Training Centre

We encourage staff, volunteers and members of governance boards / committees to attend this Expo.

When: Wednesday 11 February 2009
12.00 noon—1.00pm
Where: The Octagon Club, The Octagon
Age Concern
Cost: Free

Knowledge, Nibble, Network Forum (KNN) 2

This forum is designed to provide information, support, and networking opportunities in relation to training & capacity building as well as provide a stepping stone to other training available. This forum is an opportunity to share & learn from each other as there is a wealth of experience, knowledge & expertise within the Community and Social Service Sector. We encourage you all to attend these forums so we can build the relationships, share the knowledge & the experience to strengthen the sector and our own organisations

When: Second Wednesday of Every Month
12.00 noon—1.00pm
Where: Clifford Skeggs Gallery, Municipal
Chambers, The Octagon
Cost: Free

Unitec Short Courses and NFP Management Papers 3

*Need something to energise your work in 2009?
Learn more about leading and facilitating teams?
Refresh your organisation's governance?*

Unitec NZ's Graduate Diploma in Not-for-Profit Management is recognised as a unique, part-time programme supporting busy managers, coordinators, team leaders, volunteers and board members of community, voluntary, tangata whenua and other "not-for-profit" organisations. If you are looking for fresh ideas, new skills, knowledge and networks for effectively managing the complexities of work in our sector, this programme could be for you.

Graduate Diploma in Not for Profit Management papers in Dunedin for 2009 are:

Culture & Values

(prerequisite for all other papers)
1st—3rd April 9.00am—4.30pm

◆ **Governance**

Part One 6th—8th May 9.00am—4.30pm
Part Two 4th—5th June 9.00am—4.30pm

◆ **Facilitation, Small Team Leadership and Negotiation**

Part One 28th—30th Oct 9.00am—4.30pm
Part Two 26th—27th Nov 9.00am—4.30pm

Charges do apply to the Graduate Diploma NFP courses, however, scholarships are available.

For more information please contact Sue Russell on 471 6177, email sue@dcoss.org.nz or visit the Unitec website on www.unitec.ac.nz and search for GDipNFP.

Unitec will be running a series of short courses as well as the above papers. Short Courses will include:

- ◆ Community Funding—28 August 2009
- ◆ Governance - 16 October 2009

Venue yet to be decided.

It is important that students bring a certain ragamuffin, barefoot, irreverence to their studies; they are not here to worship what is known, but to question it.

Jacob Chanowski

CPS—Child Protection Services

4

Child Protection Training

Children depend on adults for their care and safety. Our role is to increase public awareness, to inspire all adults to take action when they believe a child is in danger, and to provide them with the confidence to act.

Our services are available nationally and include:

- ◆ Professional Education in abuse recognition & response
- ◆ Seminars & workshops
- ◆ Training needs assessments
- ◆ Focus groups and consultation
- ◆ Train the Trainer
- ◆ Tailor-made training packages for specific groups & organisations.

CPS will be running training in child protection in Dunedin this year. For further information please contact CPS on 07 829 3370 or email info@cps.org.nz. You could also visit the website at www.cps.org.nz

CPS will also be holding a presentation for community, education and social service agencies. Please contact DCOSS on (03) 471 6177 or email sue@dcoss.org.nz for further information.

WHEN: 19th February 2009—9am—10am
WHERE: Alexander McMillan Room
Dunedin Community House
301 Moray Place, DUNEDIN
RSVP: 13 February to admin@dcoss.org.nz
or ring Sue on 471 6177



The significant problems we face cannot be solved at the same level of thinking we were at when we created them.

Albert Einstein

DCOSS ROUND TABLE DISCUSSIONS

5

This year DCOSS will be holding a series of Round Table Discussion. These discussions will be on topics of concern or interest for the Community and Voluntary Sector. As well as regarding central and local policies that effect social wellbeing.

Below are the first of the round tables for the year. If you have an interest in or are a stakeholder regarding the topics below we would welcome you to these round table discussions.

Social Housing

Purpose:

1. To consider a shared vision for social housing in Dunedin with key stakeholders.
2. Develop a response to the DCC Draft Social Housing Strategy
3. Determine the impact on Dunedin's Social Housing of Community Housing's Housing Our Communities - A National Strategy for New Zealand's Community Housing Sector, Consultation Draft

WHEN 4th February 2009—2.00pm - 5.00pm
WHERE: Alexander McMillan Room
Dunedin Community House
301 Moray Place, DUNEDIN
RSVP: 2nd February to admin@dcoss.org.nz

Pokie Regulations & Their Effects

Purpose:

1. To discuss the social harm caused by pokies in Dunedin and how, as a sector, we can effect change through central and local government policies.
2. To consider a 'sinking lid' policy for pokies in Dunedin
3. To develop a response to the DCC regarding the role of pokies in Dunedin through their Gambling Policy

WHEN: 6th March 2009—10am—12noon
WHERE: Alexander McMillan Room
Dunedin Community House
301 Moray Place, DUNEDIN
RSVP: to admin@dcoss.org.nz or ring Jacinda on 471 6150

	January	February	March	April	May	June
Monday						1
Tuesday						2
Wednesday				1		3
Thursday	1			2 Culture & Values	3	4 Governance
Friday	2			3 Public Speaking	11	5 Public Speaking
Saturday	3			4	2	6
Sunday	4	1	1	5	3	7
Monday	5	2	2	6	4	8
Tuesday	6	3 OCC 9	3	7 OCC 9	5	9
Wednesday	7	4 Round Table Social Housing 5	4 OCC 9	8 KNN Time Management	6 OCC 9	10 KNN Mtg Facilitation
Thursday	8	5	5	9	7 Governance Part 1	3
Friday	9	6	6 Round Table DCC Pokies Policy 5	10 Good Friday	8 Public Speaking	11
Saturday	10	7	7	11	9	12 4 Quadrant Leadership NZIM
Sunday	11	8	8	12	10	13
Monday	12	9	9	13 Easter Monday	11	14
Tuesday	13	10	10	14	12	15
Wednesday	14	11 KNN Training Expo 1	11 KNN Governance 2	15 VO Mtg 6	13 KNN Employment 2	17 VO Mtg 6
Thursday	15	12	12	16	14	18
Friday	16	13	13	17 Public Speaking	15	19
Saturday	17	14	14	18	16	20
Sunday	18	15	15	19	17	21
Monday	19	16	16	20	18 Public Speaking	22
Tuesday	20	17 Leadership-VO 6	17 OCC 9	21	19	23
Wednesday	21	18 VO Mtg 6	18 VO Mtg 6	22	20 VO Mtg 6	24 DCC Public Forum
Thursday	22	19 CPS 4	19	23	21	25
Friday	23	20	20	24 Public Speaking	22	26
Saturday	24	21	21	25 Anzac Day	23	27
Sunday	25	22	22	26	24	28
Monday	26	23	23 Otago Anniversary	27	25	29
Tuesday	27	24	24	28 OCC 9	26	30
Wednesday	28	25	25 DCCS COMMUNITY FORUM	29 DCC Public Forum	27	
Thursday	29	26	26	30	28	
Friday	30	27	27		29	
Saturday	31	28	28		30	
Sunday			29		31	
Monday			30			
Tuesday			31			

	July	August	September	October	November	December
Monday						
Tuesday			1			1
Wednesday	1		2			2 DCC Public Forum 8
Thursday	2		3	1		3
Friday	3		4	2		4
Saturday	4	1	5	3		5
Sunday	5	2	6	4	1	6
Monday	6	3	7	5	2	7
Tuesday	7	4	8	6	3	8
Wednesday	8 <i>KNN Org Finances</i> 2	5 DCC Public Forum 8	9 <i>KNN Mentoring</i> 2	7	4	9 <i>KNN Christmas</i> 2
Thursday	9	6	10	8	5	10
Friday	10	7	11	9	6	11
Saturday	11	8	12	10	7	12
Sunday	12	9	13	11	8	13
Monday	13	10	14	12	9	14
Tuesday	14	11	15	13	10	15
Wednesday	15 VO Mtg 6	12 <i>KNN Cultural Awareness</i> 2	16 VO Mtg 6 DCC Public Forum 8	14 <i>KNN Policies & Procedures</i> 2	11 <i>KNN Training for 2010</i> 2	16 VO Mtg 6
Thursday	16	13	17	15	12	17
Friday	17	14	18	16 Governance 3	13	18
Saturday	19	15	19	17	14	19
Sunday	19	16	20	18	15	20
Monday	20	17	21	19	16	21
Tuesday	21	18	22	20	17	22
Wednesday	22	19 VO Mtg 6	23	21 VO Mtg 6 DCC Public Forum 8	18 VO Mtg 6	23
Thursday	23	20	24	22	19	24
Friday	24	21	25	23	20	25
Saturday	25	22	26	24	21	26
Sunday	26	23	27	25	22	27
Monday	27	24	28	26 Labour Day	23	28
Tuesday	28	25	29	27	24	29
Wednesday	29	26	30	28 Facilitation & 3	25	30
Thursday	30	27 3		29 Small Team Leadership	26 Facilitation & Small Team 3	31
Friday	31	28 Community Funding		30 Part 1	27 Leadership Part 2	
Saturday		29		31	28	
Sunday		30			29	
Monday		31			30	
Tuesday						

CO-ORDINATORS MEETINGS & TRAINING

Volunteering Otago runs Volunteer Co-ordinator meetings. Speakers talk on specific matters relevant to the Volunteering Co-ordinator's role.

WHEN: Third Wednesday of each month
12.30pm–1.30pm
WHERE: Volunteering Otago Rooms
Dunedin Community House
301 Moray Place, DUNEDIN
COST: FREE

Other training provided by Volunteering Otago includes:

LEADERSHIP AND CREATING A PRO VOLUNTEER CULTURE

Presenter—Martin Cowling is one of Australia's leading consultants on volunteer management.

This workshop has two parts:

LEADERSHIP

How would you describe your ideal leader? How would you describe your own leadership? This highly participatory workshop considers current leadership models and relates them to participant's specific role as leader of volunteers in their organisations.

Participants will complete the workshop feeling affirmed and challenged in their leadership role(s) and will have at least one clear practical step to move forward with.

CREATING A PRO VOLUNTEER CULTURE

People who manage / co-ordinate volunteers need to identify how they will work within and influence the culture of their organisation. In this interactive session, participants learn:

- ◆ What is culture
- ◆ Why their organisation's culture is important
- ◆ About the Six Elements of culture
- ◆ What is perfect pro volunteer culture

This practical session is very popular, highly regarded and organisation-changing.

For more information on the network meetings or to register for the above course please contact Volunteering Otago at dvct@ihug.co.nz

WHEN: 17 February–10.00am–4.30pm
WHERE: Alexander McMillan Room
Dunedin Community House
301 Moray Place, DUNEDIN
COST \$60

4 Quadrant Leadership Development Trust**ARE YOU INVOLVED IN WORKING WITH**

- ◆ Charitable Organisations
- ◆ Churches
- ◆ Schools
- ◆ Other 'not-for-profit' organisations where people co-operate in assisting others?

Four quadrant Leadership is a course that will:

- ◆ Help you to understand human energies and apply that knowledge in explaining and predicting people's behaviour and assisting them to release and use their constructive energies
- ◆ Define and use empathic relationships
- ◆ Use Four quadrant Leadership techniques to accurately determine people's authorities in making decision and taking actions
- ◆ Determine the successful applications of the information reviewed at the seminar for your work with your organisations and your own personal development
- ◆ Study facts and fallacies about stress, the causes and symptoms of distress and methods for assisting ourselves and others to maintain high personal resources when facing personal conflicts and frustrations

The trust is supported by a number of organisations that offer free time and resources. Wilfred Jarvis, a world renowned behavioural scientist, has been conducting research into the relationships given by successful leaders to the members of their teams, the techniques they used in determining the authorities they awarded, the values they emphasised and the methods they applied in understanding themselves and their influences on their people.

In 2004 NZIM Canterbury and Wilf Jarvis and Associates formed a trust aimed at bringing \$QL programmes to not for profit organisations for minimal fees.

*For more information please contact
Val Taylor, NZIM at*

*val.taylor@managementsouth.co.nz or ring
(03) 379 3202*

WHEN: 11th and 12th June 2009 (FULL DAY)
WHERE: John Wickliffe House
Ground Floor
265 Princes Street, DUNEDIN
COST: \$78.75

Community Funding Seminar

\$8Million, Yours for the Asking

Are you or your organisation thinking of applying for project funding from any of the following agencies?

- ◆ Department of Internal Affairs / Lottery Grants Board / COGS
- ◆ Dunedin City Council
- ◆ Sport Otago
- ◆ The Otago Community Trust
- ◆ Ministry of Social Development—Enterprising Communities

If so, we would like to offer you the opportunity to seek advice on how to apply for funding successfully. You will get to talk to the people who advise the decision makers (always a good thing) about your project and whether you may qualify for assistance

WHERE: Clifford Skeggs Gallery,
Municipal Chambers,
The Octagon

WHEN: Dates to be confirmed for early
March and September 2009

DCC - Public Forums

The Dunedin City Council runs public forums monthly to provide an opportunity for people and organisations to directly address the Councillors regarding new ideas, things you think the DCC Councillors should be aware of, as well as concerns and issues you may have.

They are held in the Edinburgh Room, Municipal Chambers, in the Octagon, starting at 2pm. The public is welcome to attend to either listen or speak. If you wish to speak at a forum you will need to contact Kath Swale (kath.swale@dcc.govt.nz) at the DCC by 5pm on the Thursday before the forum.

11 February	5 August
18 March	16 September
29 April	21 October
24 June	2 December

Otago Chamber of Commerce (OCC)

9

NOT FOR PROFIT TRAINING PROGRAMME

The following workshops will benefit your Not for Profit organisation and the wider community:

- ◆ **Health check your Not for Profit organisation** (Presenter: Bevan Rickerby)
Tuesday 3 February 8.45am—noon OR
5.45pm—9.00pm
- ◆ **Strategic Planning—turning strategies into success** (Presenter: Murray Dixon)
Wednesday 18 February 8.45—noon
- ◆ **Doing business online—from fee to free** (Presenter: Stephanie Hunt)
Wednesday 4 March 8.45am—noon OR
5.45pm—9.00pm
- ◆ **Treasurers roles, risks and responsibilities** (Presenter: Greg Verhoef)
Tuesday 17 March 8.45am—noon OR
5.45pm—9.00pm
- ◆ **Understanding financial statements** (Presenter: Greg Verhoef)
Tuesday 7 April 8.45am—noon OR
5.45pm—9.00pm
- ◆ **Using BankLink Cashbook** (Presenter: Greg Verhoef)
Tuesday 28 April 8.45am—noon OR
5.45pm—9.00pm
- ◆ **Effective time management** (Presenter: Vanessa Hockaday)
Wednesday 6 May 8.45am—noon OR
5.45pm—9.00pm
- ◆ **Employment issues** (Presenter: Kate Logan)
Wednesday 20 May 8.45am—noon OR
5.45pm—9.00pm

Follow-up one-to-one coaching

New to the Not for Profit Training Programme is the availability of up to 1 hour, fully funded one-on-one follow-up coaching for participants after the workshop. This can be used to discuss the application of specific content to the participant's organisation.

For further information please contact
training@otagochamber.co.nz or ring 479 0181

WHERE: Otago Chamber of Commerce
Ground Floor, Burns House,
10 George Street, DUNEDIN

COST: Jointly funded by Otago Community
Trust and the Chamber of Commerce

DCOSS Community Forum

10

Dunedin Council of Social Services would like to invite its members to a forum to :

- discuss community issues
- find areas of commonality and potential sharing of resources
- determine how DCOSS can support organisations in relation to:
 - Community and Sector Forums on topics of concern
 - DCC's Long Term Community Council Plan and Draft Annual Plan
 - Issues of sector concern
 - Ongoing consultation with members

The forum will be held on 25th March (venue yet to be confirmed) from 9am—12noon. You are invited to lunch after the forum.

To register for this forum please fill in the registration form and return to us by 27 February 2008. Alternatively you could visit our website on www.dcross.org.nz—what's new—and return form via email.

This forum has been supported and funded by Department of Internal Affairs—COGS.

DCOSS & Toastmasters International Presents

Speaking in Public Confidently 11

This course is designed to assist people working or volunteering in the Community and Social Service Sector in speaking confidently in public about their organisation, the programmes and services they provide. It is a six part course run for two hours per week for six weeks. There will be work to achieve between the workshops that will assist you in making the most of this opportunity.

Register early as places are limited.

WHERE: Alexander McMillan Room
Dunedin Community House
301 Moray Place, DUNEDIN

WHEN: Friday mornings from 10am—1pm
Starting 3rd April for five weeks with a break for Easter. Final session is Monday 18 May 3pm—5pm

COST: \$150 (*morning tea & lunch provided*)

RSVP by 24 March 2009 by contacting Jacinda at admin@dcross.org.nz

DCOSS Community Forum Registration Form

Name: _____

Organisation _____

Contact Details

Phone _____

Email _____

Number Attending _____

With the Economic Crisis starting to have an impact in New Zealand, Community and Social Service Organisations and their clients will be facing difficult times. The DCOSS Community Forum is an opportunity to identify what issues will be faced and determine how, as a sector, we could minimise through taking a proactive approach.

To help with the facilitation of the forum please respond to the questions below:

What are the three main issues that your clients will be facing in the next three years:

1 _____

2 _____

3 _____

What are the three main issues that your organisation will be facing in the next three years:

1 _____

2 _____

3 _____

DCOSS Training Programme

will also be organising, in conjunction with training providers, the following training opportunities

- ◆ Cultural awareness training
- ◆ Computer training for community groups
- ◆ Sector Induction
- ◆ How to develop policies and procedures
- ◆ Outcome Based Planning and Reporting

If there is any training you or your staff would like to have that you are having trouble accessing, please feel free to contact Jacinda on admin@dcross.org.nz or ring her on 471 6150 and we will endeavour to locate it for you.

For information on training and events please visit our website on www.dcross.org.nz and sign up for our training calendar and events notification.
