



Community People Training Programme w/referrals December 2024 – December 2025

Community People is pleased to offer a range of subsidised training opportunities for local voluntary and community groups. Courses are offered within the Mid Sussex District area with priority to member groups but will be open to all after.

We offer full and half day courses with professional trainers who work in the sector, and e-learning courses.

Also included in this list is a selection of training offered by other organisations in the sector which may be useful to local voluntary and community groups. These courses are indicated in italics.

Booking

Places on full and half day subsidised training courses are limited to one place per organisation per course. However, we are happy to add anyone else to a waiting list and will offer them an available place after the closing date of each course. Some courses require a refundable deposit paid when the course is booked which will be refunded when the course is completed or if the booking is cancelled at least 48 hours before the training. There is no restriction on places per organisation on the e-learning courses.

To book your place/s:

Please see our website for full details [Events & Training - Community People](#)

Courses will go live to book approximately 2 months prior to each date.
Included in the costs are course materials and light refreshments.

Payment

Payment will be taken when booking through [Eventbrite](#) or the [Community People website](#).

Terms & Conditions

Community People reserves the right to alter any advertised dates, venues and/or trainers. We will endeavour to run all listed courses and will cancel a course only if absolutely necessary. If there are insufficient numbers to make the course viable you will be given as much notice as possible and the offer of a free transfer to another course of the same price (if available.) We regret that no refund can be made after the closing date, for whatever reason, although substitutions will be accepted if notified before the event. Community People accepts no responsibility or liability for the content of links to other websites or the content, booking or payment for other training courses offered by other organisations.

By booking online you are agreeing to the above Terms & Conditions.

Date			Course	Time	Location	Costs
December	Thurs	3 rd	Emergency First Aid at Work	09:30 – 16:30	Burgess Hill	£65.00
2025						
January	Tues	14 th	Learning nibbles - Community People EDI training for the VCSE sector – 3 sessions	10:00 – 10:30 ; 12:00 – 12:30 ; 18:30 – 19:00	Online – click time slots for booking links	Free
	Wed	15 th	Learning nibbles - Community People EDI training for the VCSE sector – 3 sessions	10:15 – 10:45 ; 13:15 – 14:00 ; 18:00 – 18:30	Online - click time slots for booking links	Free
February						
March	TBC		Emergency First Aid at Work	09:30 – 16:30	TBC	TBC
April	TBC		Meet the funders with Lucy Stone No Stone Unturned			
May	Wed	14 th	Prospecting and Research: How do you find the right funders for you? with Lucy Stone from No Stone Unturned	10:00 – 11.30	Online	Free
June	Thurs	12 th	Measuring your Impact: Making the most of your evaluation and monitoring for your fundraising with Lucy Stone from No Stone Unturned	10:00 – 11.30	Online	Free
July	Tues	15 th	Writing for Impact: How can you make your applications and letters to trusts and foundations stand out? with Lucy Stone from No Stone Unturned	13:00 – 14:00	Online	Free
August						
September	Wed	10 th	Ask Lucy Anything About Fundraising! with Lucy Stone from No Stone Unturned	10:00 – 11:30	Online	Free
October	Thurs	16 th	Untapped Fundraising Potential: How can you find new ways to raise funds? with Lucy Stone from No Stone Unturned	13:00 – 14:30	Online	Free
November – Trustees Week	Tues	4 th	Trustee Training – Fundraising: Where can trustees start? with	18:00 – 19:30	Online	Free

			Lucy Stone from No Stone Unturned			
December	Tues	9th	Managing your relationships with your donors and funders with Lucy Stone from No Stone Unturned	10:00 – 11:30	Online	Free
Ongoing						
Safeguarding Adults: Level 3 Training Course			NHS England via futurelearn.com	Complete within 3 weeks	Online	Free
Excel Easy			Fully illustrated Excel tutorial + 300 examples.	N/A	Online	Free

Venue Information		
Burgess Hill	The Cherry Tree Centre, Fairfield Road, Burgess Hill, West Sussex, RH15 8QB Google Maps What3words	The venue is a 20-minute walk from Burgess Hill train station and is close to a main bus route. There is a free car park on site or on street parking in adjacent residential streets. Local shops selling food within walking distance.
East Grinstead	Cranston Suite, East Grinstead Town Council, East Court Mansion, College Ln, East Grinstead, RH19 3LT Google maps What3words	Free parking is available onsite. There are no facilities for purchasing food.
Haywards Heath	Haywards Heath Town Council, Upstairs Meeting Room, Town Council Building 40 Boltro Road Haywards Heath, RH16 1BA Google maps What3words	There is a limited amount of free parking in the council car park and time-restricted parking on the surrounding roads. The council offices are approximately a 10 minute walk from Haywards Heath train station.



Cuckfield	The Jacobean Room, The Old School, Church Street, Cuckfield, RH17 5JZ Google Maps What3words	There is a limited amount of free parking, street parking and MSDC disc parking nearby. Buses 271, 31 and 62 go through the village.
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