**Speakeasy Facilitators Training Programme**

**Dates: Friday 20th January 2023 9.15am to 4.30pm**

**Friday 27th January 2023 9.15am to 4.30pm**

**Friday 24th February 2023 9.15am to 4.30pm**

**Venue: Cairn Centre, 12 Rattray Street, Dundee, DD1 1NA**

**Speakeasy Facilitators Training will enable you to deliver the Speakeasy course to parents and carers in your local community or work setting.**

**Who is this training for?**

This training is suitable for people with some experience of group based working who are enthusiastic in supporting parents to talk with their children about growing up, relationships, sexual health and wellbeing.

As part of our project we are able to offer places on the training **free of charge**. We will also support you to deliver Speakeasy as outlined in the attached working agreement

If you would like to become a Speakeasy facilitator as part of your current employment it is required that you have the support of your manager to complete the facilitator’s training and subsequent commitments. Facilitators are required to deliver or set up one Speakeasy course within one year of the training and to commit to delivering one course per year after this.

It is required that you attend the course with either:

1. A clear idea of where and when you will be running your first Speakeasy course and who will be attending (client group, not names) or
2. The ability to facilitate a course out with your usual work environment that has already been organised

The Speakeasy Co-ordinator can assist you in setting up a course if required.

We would ask you to consider the future time, commitment and possible funding required to deliver further courses, allowing Speakeasy to become sustainable within communities. There is a requirement to consider the attached working agreement as well as this registration form before booking a place on the course.

It is preferable where possible that two individuals per centre or organisation attend the training so that they can work together to deliver Speakeasy courses, particularly the first one. If necessary we can assist you to link up with a partner to deliver your first course. We understand this partnership approach may not always be possible depending on the nature of your work.

**What does the training involve?**

The training is delivered over **3 days**. Throughout the training you will complete exercises and worksheets necessary to fulfil the course requirements. In addition there may be a small number of compulsory homework tasks to complete.

**Days 1 and 2** will provide you with the foundations for delivering the generic Speakeasy course. On completion of days 1 and 2 you will be required to facilitate your first Speakeasy course for parents/carers. This can take place as soon after day 2 as you wish but must take place within 12 months. The delivery of this first course may lie out with your normal remit and could involve partnering other organisations from the training. This is to ensure everyone gets the opportunity to deliver in the time allocated.

**Day 3** will provide an opportunity to cover the additional Speakeasy sessions that are offered to parents/carers of older children/teens. This will enhance knowledge around young people’s issues as well as enabling you to deliver this additional menu of sessions.

On successful completion of the training programme you will gain NHS certification which states you can deliver Speakeasy to parents and carers.

**What are the expectations of Speakeasy Facilitators?**

We would expect you to commit to the following:

* Attend **all 3 days** of the training programme
* Set up a Speakeasy course with a view to delivering it within one year of completing days 1 and 2
* Support parents and carers throughout the Speakeasy course and encourage them to gain their own certificate through participation
* Maintain contact and communication with the Speakeasy Co-ordinator around any issues arising

**What is the time commitment?**

The above expectations suggest a level of time commitment from you. We hope that, with the support of your workplace where appropriate, the majority of the work can be completed within your job role. A breakdown of time commitments includes:

* 3 training days.
* Recruiting participants for the Speakeasy course (support available)
* Planning and preparation time during the Speakeasy course (suggested 1 to 2hrs per week)
* Delivering the Speakeasy course. This is usually 2 hours per session for 8 weeks, making a total of 16 hours contact time with participants. This excludes any taster sessions prior to the course (support available)
* Pre and post meeting with co-ordinator

The attached working agreement outlines what needs to be in place before you deliver a course. This also outlines what support you can expect from us. We will complete this agreement with you before you deliver your first course.

**What are the learning outcomes?**

By the end of the facilitators training you should have:

* An understanding of the importance of the parental role in helping to develop children’s attitudes, values and knowledge around growing up, relationships & sexual health
* An introduction to the meaning of sexual health, sexuality and the impact of personal values, attitudes and beliefs on delivery of sex education
* An introduction to the Speakeasy approach
* An understanding of Speakeasy session outlines, learning objectives, group and individual activities
* An understanding of the possible difficulties and obstacles in setting up an effective Speakeasyprogramme and how they might be overcome

Places are limited. If you would like to book a place please use the booking form enclosed. If you would like more information please telephone or email. The deadline for booking is **Friday 25th November 2022**

**N.B unfortunately we cannot provide lunch so please bring your own**

Linzi McKerrecher, Speakeasy Co-ordinator

Tel: 07920 503897

Email linzi.mckerrecher@nhs.scot

**Speakeasy Working Agreement**

We are delighted to be working in partnership with you to deliver the Speakeasy course for parents & carers. In order to ensure smooth running of the course we have designed the following checklist for all partners. A completed form is required for each Speakeasy facilitator

| **What We Expect** | **In place?** |
| --- | --- |
| You have management approval & support to deliver at least 1 Speakeasy course per year |  |
| You are fully aware of the time commitment involved. In addition to the 16 hours of learning outlined in the course outcomes this includes promotion, planning, preparation and debrief time with co-facilitators and co-ordinator |  |
| You already have access to parents/carers or have a clear plan in place for promoting the course & identifying participants to ensure you can run 1 course per year |  |
| To keep us informed of dates and times of course, numbers and any support required to deliver the course |  |
| To meet with the Speakeasy co-ordinator pre and post course (this need arranged in enough time for you get access to resources before your course starts) |  |
| To keep us informed if proposed courses do not run |  |
| To ensure each participant completes required paperwork **(including conversation logs**) and to ensure all of this is returned to the co-ordinator on completion of course |  |
| **OR** you have capacity/flexibility and management support to co-facilitate one course annually as identified by the Speakeasy co-ordinator. This includes input for promotion and administration. |  |
| All facilitators are also required to attend one training update day per year to ensure consistent delivery of Speakeasy |  |

In return the Speakeasy programme will provide the following for all facilitators:

| **What We Can Offer** |
| --- |
| Support to promote & publicise the course if required including promotional materials, attendance at meetings, taster sessions etc. |
| Support to set up the course (identifying venues etc) if required |
| Pre-course meeting to support delivery and post-course meeting to review |
| Delivery of all up to date resources required to run the course (including leaflets & updated session plans) |
| All of the handouts required for the course (already printed & in folders) |
| Evaluation tools and all required paperwork |
| Identify a co-facilitator if required |
| Provision of one update training day per year |

Name: ………………………………………………………………………

Organisation:………………………………………………………………..

Signature:……………………………………………………………………

Manager Name:……………………………………………………………...

Manager Signature:…………………………………………………………..

Date:………………………………

**3 Day Speakeasy Facilitators Training Programme**

**Booking Form**

Name:

Organisation:

Position:

Address:

Tel:

Email:

If you are attending this training as part of your employment it is essential that you have the agreement of your manager

Manager's name:

Manager's signature:

Can you please outline what support you will have from your manager and organisation to allow you to fully participate in the training and to run a Speakeasy course for parents? (Please refer to working agreement for full outline of requirements)

How did you hear about Speakeasy?

Can you tell us a bit about why you would like to take part in this training and the experience you can bring?

Where do you want to deliver Speakeasy courses?

Do you want to let us know about anything that we can do to make it easier for you to attend and participate in this training?

Please return this booking form by **Friday 25th November 2022** to Linzi McKerrecher at linzi.mckerrecher@nhs.scot **or by post to 102 Dundee Street, Carnoustie, DD7 7PH**

**What is Speakeasy?**

Speakeasy is a **preventative community education programme** which helps parents to tackle the complex and often difficult issues around children growing up, including body changes, safety and relationships & sexual health . The project works with groups of parents and carers to provide information, resources and support to enable them to confidently discuss these subjects in the home. Speakeasy aims to concentrate resources in areas of socio economic need and where there are high rates of teenage pregnancy and sexually transmitted infections

Speakeasy is a fun and relaxed course for mums, dads and anyone who is caring for a child. The course helps parents to build on what they already know about growing up relationships and sex. Taking part in a Speakeasy course can:

* Help parents to feel comfortable and relaxed talking to their children about growing up.
* Help them be more prepared for the kind of questions their children may ask.
* Help them be sure of their facts.
* Give parents support and information.

The course covers puberty, sexual infections, contraception, keeping safe and talking about sex and relationships in the context of family life Speakeasy participants also receive free, age appropriate booklets and information about sex education. These resources along with new learning can stimulate discussions in the home and within wider social networks

The course is validated by NHS Tayside and certificates will be distributed on completion of the course.