義務工作管理培訓 VOLUNTEER MANAGEMENT TRAINING

網上報名 **Enroll here:**

https://bit.ly/3qYLJFC



延長截止日期: **Extended Application Deadline:** 14 Jan 2021 (Thu)

目的 AIM

透過學習與義務工作相關的知識及技巧,提升領導能力,裝備同學成為優秀義工,

為服務社區做準備。

To prepare students' readiness as volunteers to serve community by equipping them with knowledge and skills of volunteering and enhancing their leadership.

時間 TIME

6:30-8:30PM

\$280 (出席全部4節課堂後可獲退款\$250)

地點 VENUE Zoom

(\$250 refundable upon attendance of all 4 sessions)

名額 QUOTA 25

課程內容 PROGRAMME CONTENT

FEB

• 義工基礎培訓 Basic volunteer training

• 建立關係技巧

Relationship-building techniques

費用 FEE

08 **FEB** • 活動設計及策劃 Activity design and planning

• 主持會議技巧

Techniques for hosting meetings

22 FEB

• 遊戲帶領技巧 Techniques for leading games

01 MAR • 義務工作管理學 Voluntary service management

• 服務後檢討及風險管理 Debriefing and risk management

- * 出席所有課堂之學生將獲義務工作發展局頒發證書以作表揚。
- * Certificate will be presented by Agency for Voluntary Service for students attended all sessions.

