**Re: Volunteer Speaker Training**

Dear All,

Firstly, we would like to take this opportunity to say a huge thank you to everyone who has helped deliver talks about Canine Partners to different organisations across the whole country. You have delivered hundreds of talks to a whole host of groups such as schools, rotary clubs, women’s institute meetings, golf clubs to name but a few! Thank you so much for giving your time to increase the awareness of our charity to such a wide audience, and for raising such a remarkable amount of money.

Due to your work, our talks are becoming more and more popular, and it is important that we continue to share key messages, up-to-date facts and figures as well as updated case files with our audiences. Therefore, we are offering two Speaker Training Sessions on **Tuesday 6th August at 6.00pm and Wednesday 7th August at 2.00pm.** If you are a current speaker and were unable to attend our speaker training earlier this year (we are asking that all speakers attend one training session this year) or would like to become a speaker for Canine Partners, we would love you to join us. These sessions will be held virtually via Teams which will enable many speakers from different geographical locations to attend together at one time. **Speakers only need to attend one session, and do not need to attend if they took part in a speaker training session in Feb/March of this year.**

To attend this training, please sign up via Eventbrite using the below links:

Tuesday 6th August at 6.00pm: <https://www.eventbrite.co.uk/e/canine-partners-speaker-training-for-new-and-experienced-speakers-tickets-933202823767>

Wednesday 7th August at 2.00pm: <https://www.eventbrite.co.uk/e/canine-partners-speaker-training-for-new-and-experienced-speakers-tickets-933206946097>

Please note that registration for these events will close 3 days before the virtual event to allow us time to send out invites and instructions on how to join the meetings.

After the event, to ensure we are complying with regulations and for insurance purposes, we will send you a Speaker Declaration Form for you to complete. On this form you will be asked to confirm that you are happy to follow the speaker guidance supplied by Canine Partners, and that you will refresh your training yearly. Further to this, we will also send out a Speaker Preference Form which will enable you to tell us further information such as your availability, how confident you feel with different sized groups/age of audience, etc to help us match speakers with different organisations. It is so important to us that you feel comfortable and enjoy your time delivering talks. **We do require all speakers for the charity to have returned their Speaker Declaration Form and Speaker Preference Form.**

Please do pass details of our training on to other volunteers. If you are unable to attend one of these sessions, please do not hesitate to contact us at talks@caninepartners.org.uk. We will happily organise another time to work with you on this training. If you no longer wish to be a speaker, please do contact volunteer@caninepartners.org.uk so we can update our records.

We do hope that you will find these sessions useful and informative, and we look forward to you joining us.

Best wishes

Rebecca Middleton Ali Sole Freya Attenborough

**The Community Fundraising Team**