

*This is a brief outline of the training offered by OCBC.*

#### THE PURPOSE

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Most community organisations have the interest, talent and commitment to further the interest of their own community. They make the most significant contribution to the social, economic and cultural diversity of the society.

However, most are held back from achieving their ambitions by not having the right capacity to manage and deliver community services. These programmes are there to remove these handicaps.

#### WHAT ELSE SHOULD I KNOW?

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The company is limited by guarantee. No person's own shares in it. All surpluses are covenanted into the consortium members for the benefit of the community.

The services cost your organisation nothing to obtain. The consortium works for the community and is funded by successful bids for delivery of services.

## The Not-For-Profit Community Consortium

*A non profit organisation  
interested only in the  
consolidation, growth and  
enhancement of the  
community.*

**OCBC**

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OPEN COLLEGE OF THE  
BLACK COUNTRY

A COMMUNITY DEVELOPMENT  
COMPANY

Capacity Building Training

**OCBC**

# THE OPEN COLLEGE OF THE BLACK COUNTRY

The Open College of the Black Country is a community-based organisation delivering three types of capacity building training:

- Customised
- Community Skills
- Managing People

## Customised:

If community group or a social enterprise has specific need training we provide a specialised programme for them:

- The group may want to review its whole activities and have special sessions for the leaders to review its arrangements.
- Learning specific to the group
- Wanting a mix of non standard units

OCBC provides specific work just for the group.

## Community Skills for People and Organisations:

OCBC can offer the following Community Skills courses:

- Study Circles
- Effective Meetings
- Public Speaking and Presentations
- Publicity and Marketing
- Organisational Review
- Leadership and Governance
- Partnership Development
- Active Citizenship
- Team Building
- Keeping Records
- Keeping The Books
- Raising Funds
- Project Management

Most Units are 30 guided learning hours delivered over three to ten sessions.

## Managing People:

The following courses can also be organised by OCBC in relation to managing people:

- Effective Recruitment & Selection
- Handling Disciplinary & Grievance procedures
- Disability Discrimination Act 1995
- Managing Attendance at Work
- Quality Awareness Course



## Times & Venues

All programmes are flexible and organised to suit the group needs.

OCBC delivers to groups on their own premises at any times they want – 7 days a week.