



**ConnectGroups**  
helping support groups & individuals



# Sector Development Calendar

## July - December 2020



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# About ConnectGroups Sector Development

ConnectGroups' Sector Development Program's purpose is to enhance and support a more sustainable system to ensure positive outcomes for Support Groups.

The program has been developed to advance capacity of individuals, families and carers who are actively engaged with their Groups by equipping them with appropriate information and resources to safeguard their long term sustainability.

## Emerging Stream

Designed for Support Groups that have been active for less than 12 months, the Emerging Stream provides essential introductory skills to group leaders and members.

## Established Stream

Designed for Support Groups that have been active longer than 12 months, the Established Stream provides intermediate to advanced training for group leaders and members ready to take the next step in building the group's capacity.

## Topical Forums

ConnectGroups Topical Forums provide an opportunity for Support Groups, NGO's, service providers, and individuals to come together and discuss a common cause or interest.

## Open Sessions and Catch Ups

Open Sessions are opportunities for Support Group members to receive intensive support or workshop specific skills in a networking environment.

## Events

ConnectGroups hosts annual events for Support Groups to network, share information, raise awareness about their cause, and be recognised for the work they do.



21 July  
2020

10.00am -  
11.30am

## How to Start a Support Group

Are you thinking of starting a Support Group or are you still stuck in the early stages of development? This Zoom workshop will assist you in taking those foundation steps to develop the purpose, vision and mission of your Support Group, through an active learning process.

**Cost:** FREE

**Platform:** Zoom

5 Aug  
2020

10.00am -  
11.30am

## Leadership and What Makes a Good Facilitator

This Zoom training, informed by members as a result of the 2018 Co-design forum, will define what makes an effective facilitator, the roles and responsibilities of a group facilitator, and discuss troubleshooting tips

We will explore the importance of communication and understand useful tools to communicate with effectiveness. Within this training we will also consider the perception of conflict and how it may actually be turned into a useful tool for your group's sustainability.

This training will be useful for those looking to start a group and existing members wanting to increase their pool of co-facilitators.

**Cost:** FREE

**Platform:** Zoom

13 Aug  
2020

9.30am -  
12.00pm

## How to Run an AGM

This Zoom workshop will provide you with the practical skills of how to run an Annual General Meeting. It will look at what actions are required pre-AGM, during the AGM, and post-AGM.

**Cost:** FREE

**Platform:** Zoom

3 Sep  
8 Sep  
2020

9.30am -  
1.00pm

## Putting the Voice of Support Groups on State Government Agenda

Peer Support Groups play an integral role in the COVID-19 WA Recovery Plan. Please join us in advocating for the Support Group sector. A strong united voice will help to shape WA governments strategy regarding policy, direction and allocation of funding.

These Forums will enable Support Group members to voice their needs, concerns and visions. Forums will be run in-person on 3 September and via Zoom on 8 September.

**Cost:** Free

**3 September Venue:** LeisureFit Melville Function Room, 431 Canning Highway

**8 September Platform:** Zoom

16 Sep  
2020

9.30am -  
12.00pm

## How to Run an AGM

This workshop will provide you with the practical skills of how to run an Annual General Meeting. It will look at what actions are required pre-AGM, during the AGM, and post-AGM.

**Cost:** FREE

**Venue:** To be confirmed

6 Oct  
2020

9.30am -  
12.00pm

## Governance and Succession Planning

This workshop will provide you with the necessary knowledge to understand and articulate the roles and responsibilities of Board/Committee/Office Bearers. The session will equally share some insight into what is meant by good governance, and will identify risk factors that can adversely impact on the long term sustainability of the group.

**Cost:** FREE

**Venue:** To be confirmed



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15 Oct  
2020

9.30am -  
11.30am

## Mental Health Week Forum

Join ConnectGroups and member peer Support Group Soldiers and Sirens during Mental Health Week 2020 for a live webinar focusing on the role of the Support Group sector in addressing trauma, distress, recovery, and mental wellbeing at a community level. The webinar's key address will be led by Danielle Baldock, Clinical Services Director and co-founder of Soldiers and Sirens, and will include break-out discussion rooms and an opportunity for Q&A with Danielle and her team.

**Cost:** Free

**Platform:** Zoom

21 Oct  
2020

9.30am -  
12.00pm

## Strategic Planning

Strategic Planning is the fundamental process in defining a Support Group's direction and key priorities to then be able to set out the actions needed to achieve desired goals. This interactive workshop will cover the basics of the strategic planning process empowering you to feel confident to facilitate a strategic planning session with your committee.

**Cost:** FREE

**Venue:** To be confirmed

23 Oct  
2020

9.30am -  
12.00pm

## Incorporation 101

This Zoom workshop provides an introduction to Incorporation for Support Groups, including what to consider before incorporating, myths, advantages and disadvantages, and what steps you need to take to Incorporate.

Attendees will be provided with a resource: An Easy Guide to Becoming Incorporated

**Cost:** FREE

**Platform:** Zoom



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4 Nov  
2020

9.30am -  
12.00pm

## How to Facilitate a Support Group via Video Chat

Are you running your Support Group meetings online and need some guidance on how to effectively facilitate the group?

This session will cover online meeting etiquette, differences in online versus face to face meetings, and troubleshooting common issues. It is an opportunity to troubleshoot your questions and answers and also to network with other Support Group facilitators.

**Cost:** FREE

**Venue:** To be confirmed

5 Nov  
2020

9.30am -  
12.00pm

## Incorporation 101

This workshop provides an introduction to Incorporation for Support Groups, including what to consider before incorporating, myths, advantages and disadvantages, and what steps you need to take to Incorporate.

Attendees will be provided with a resource: An Easy Guide to Becoming Incorporated

**Cost:** FREE

**Venue:** To be confirmed



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12 Nov  
2020

9.30am -  
12.30pm

## Resource Launch - *Hand to Heart - A Seniors Social Connection Program for your Local Government Area*

Held during National Senior's Week, this event will launch ConnectGroups' new resource, *Hand to Heart: A Seniors Social Connection Program for your Local Government Area*.

The resource is a toolkit that provides local councils with the knowledge, skills, and templates to effectively set up and deliver a sustainable social connections program for older people in the local community.

ConnectGroups invites Community Development Officers, Volunteer Coordinators, LGA representatives, and those working in the space of seniors to hear about the benefits of Hand to Heart and how to use and implement the resource.

**Cost:** Free

**Venue:** To be confirmed

## Request Individualised Training for your Group

ConnectGroups members may request individualised training for their Support Group. These sessions can be held from the ConnectGroups office, at the Support Group's premises, or via Zoom.

For all individualised training enquiries, please contact ConnectGroups' Sector and Community Development Officer Tegan O'Rafferty on (08) 9364 6909 or email [tegan@connectgroups.org.au](mailto:tegan@connectgroups.org.au).



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## Monthly Zoom Catch Ups with the CEO

ConnectGroups invites Leaders and Founders of Support Groups to catch up with CEO Antonella Segre on the last Friday of each month to voice their concerns about their group, and seek advice and support.

**Cost:** FREE

**Platform:** Zoom

**Time:** 9.30am - 11.00am

**Dates:**

Friday 31 July

Friday 28 August

Friday 25 September

Friday 30 October

## Bi-Monthly Zoom Facilitator Catch Ups

These bi-monthly catch ups with ConnectGroups Sector and Community Development Officer Tegan O'Rafferty are a chance for Support Group facilitators to voice concerns about facilitating their group, and seek advice and support.

**Cost:** FREE

**Platform:** Zoom

**Time:** 10.00am - 11.00am

**Dates:**

Tuesday 15 September

Wednesday 18 November

## Bi-Monthly Zoom Communications Catch Ups

These bi-monthly catch ups with ConnectGroups Media and Communications Officer Amanda Muir are a chance for Support Group social media and communications managers to share tips and ideas, troubleshoot issues, and network with other Support Groups.

**Cost:** FREE

**Platform:** Zoom

**Time:** 10.00am - 11.30am

**Dates:**

Wednesday 22 July

Wednesday 23 September



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Dates, times and venues listed are subject to change.  
For further information about our 2020 events calendar, or to register for an  
event, please contact the ConnectGroups office.

(08) 9364 6909  
[info@connectgroups.org.au](mailto:info@connectgroups.org.au)  
[www.connectgroups.org.au](http://www.connectgroups.org.au)