

Project in a Box: Mercer Learn & Share

<p>About the project</p>	<p>Mercer – Learn & Share is designed to provide training, information, structure and confidence to deliver much needed change within our community. Our target learners are current volunteers, future volunteers and local residents within our immediate super output area. The main areas of learning we wanted to address are:</p> <ul style="list-style-type: none"> • Learning to support volunteers to continue to manage and maintain Mercer House and to support local projects. • Learning to support volunteers to provide an effective service at the Annex – a one stop shop and information signposting service for the people of Clayton. • Learning to support local residents address health needs. • Learning to help the local community engage with training and be more job ready.
<p>The differences we hoped to make for learners</p>	<ul style="list-style-type: none"> • Learners to be more able to manage their physical and mental health. • Learners to gain skills they need to effectively volunteer within the community. • Learners to access training & opportunities to enable them to be more employable.
<p>The differences we actually made which we had not predicted</p>	<ul style="list-style-type: none"> • The social side of learning – the positive benefits of bringing people together who would not normally meet. • The impact for Mercer House 1842 as an organisation. Using Mercer House as a venue for community learning has led to an increase in visitors and room bookings – helping towards financial sustainability.
<p>Timetable we used</p>	<p>Month 1 – Recruit staff Month 2 – Initial planning with staff and possible course providers Month 3 – 5 Appraise all existing volunteers and prepare questionnaire for distribution to local residents Month 5 / 6 – Finalise learning opportunities and publicise Month 6 to 10 – Deliver learning opportunities & signpost to relevant volunteer opportunities available (where relevant) Month 9 – Review learning opportunities and project with staff, learners and volunteers Month 11 – Celebration and dissemination of project learning.</p>
<p>Publicity</p>	<p>CLIF newspaper articles can be viewed at www.mercerhouse1842.org/clif-press-release-articles Example posters advertising CLIF learning Opportunities can be found at www.mercerhouse1842.org/clif-posters</p>
<p>The learning</p>	<p>The learning was identified by the learners themselves through volunteer appraisals and the Your Views Matter questionnaire (both of which are available on request). It consisted of formal and non formal learning such as:</p> <ul style="list-style-type: none"> • LANTRA Brush Cutters & Strimmers • Level 2 CIEH Food Safety • CIEH Health & Safety

	<ul style="list-style-type: none"> • 10 week Confidence Building & Transferable Skills • Emergency First Aid At Work • Welfare Reform • Counselling Skills • Mental Health Awareness Training • Community Barge Training <p>Some of these learning opportunities were repeated due to high demand. Each learning opportunity was delivered through partner agencies and recommended trainers. All contact details can be provided and are available on request via email info@mercercerhouse1842.org</p>
Top Tips	<ul style="list-style-type: none"> • Let potential learners identify the learning themselves. • Ensure processes are in place to track learners if they are engaged in a varied and flexible programme. • Provide various volunteering opportunities to link with the learning. This helps to promote progression and put learning into practice. • Be flexible with when you provide the learning, 9 – 5pm is not always best!
Resources needed	<ul style="list-style-type: none"> • Administration Volunteer Co-ordinator (20hrs per week) and Community Development Worker (30hrs per week) at least • Project Management – 4hrs per week • Tutor costs – vary greatly depending on the type of course to be delivered ranging from £300 to £1080 • Publicity costs - £1500 • Volunteer Expenses - £1000 • Equipment (mainly IT equipment for new staff) - £1700 • Office expenses – stationery (paper and printing!!) and office phones - £2000