

Kate Honeyford

Consultant and Trainer 147 Hartington Road, Brighton, BN2 3PA

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Specialism

Board, Trustee & Management Committee Consultancy & Training on all aspects of governance including legal responsibilities, structures, constitutions, committee effectiveness, employing staff, managing risk and liabilities, board review and recruitment. I work with all sizes and types of organisations from local action groups to established service providers. This can take the form of short to medium term consultancy, facilitating away days, action planning and team days, in-house training or advising development groups and committees.

Management and Skills Training: from appraisals to writing reports, time management to assertiveness. I specialise in written and oral communication and personal effectiveness including management skills. I train any size of group from 5 to 25. My training courses are thought provoking, warm and funny but challenge where needed. I deliver training in-house and will design the session to meet your needs.

Consultancy & other services

I offer training needs analysis, organisational reviews, development planning and human resource planning.

Work outside the Voluntary Sector: I also work with social enterprises, local government and child care and elder care businesses.

Geographical Area Covered: I work across the South-East and in larger towns and cities across the south.

Experience: I have delivered board development advice for over ten years to organisations ranging from a local leisure group of visually impaired people to a Black community development group working across the South East. I been a qualified trainer since 1995 have trained staff teams, play workers, residential home managers, community activists, management committees, volunteers, local government and national government staff. I have worked for two second tier resource and support bodies and have five years senior management experience.

Qualifications: NVQ3 Training & Development, Member of Institute for Learning. Accredited by Institute of Leadership and Management to deliver certificated training to Level 7.