

# *Elizabeth Martindale*

*Trainer ❖ Consultant ❖ Coach*

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## **Training**

- Trustees** *Roles, Responsibilities, Compliance*  
**Managers** *A range of management & supervisory courses for working with staff and volunteers*  
**Front line staff & Volunteers** *Courses to develop skills with people & counselling skills for use in a range of work settings*  
**Administrative staff** *Effective administration, Minute taking*

### **Planning to survive the recession**

#### **Project Management**

#### **Monitoring & Evaluation**

#### **Equalities & Diversity**

#### **Train the sometimes Trainer**

#### **Family work, Parenting, Safeguarding**

#### **Brain Friendly Learning**

## **Facilitation    Team building & Awaydays**

## **Coaching, Mentoring & Action Learning for individuals and groups**

## **Work undertaken outside the Voluntary Sector**

- London Borough of Hillingdon    *Recruitment and Selection*  
London Borough of Southwark    *Equality & Diversity for staff / managers*  
*Every Child Matters and Monitoring*  
*Business Writing*  
*Emotional Intelligence*

## **Geographical area covered:** Anywhere

## **Work experience**

- Teacher  
Advice Worker & Manager of Citizens' Advice Bureau  
Tutor, Birkbeck College, London University  
Associate Trainer:  
Charities Evaluation Service  
NCVO  
Directory of Social Change  
Shelter  
Victim Support  
Age Concern  
London Voluntary Service Council

## **Voluntary work**

- Chair of Family Support Group  
Chair of Lydford Estate Tenants & Residents Association