

BENEFITS OF MEMBERSHIP

2016/17

1.



SHARE offers staff and Committee/Board Members access to a wide range of training courses and other learning events at discounted members rates along with priority booking.

EXAMPLES INCLUDE:

- All staff and Committee/Board training courses including IT Training
- SHARE's Annual Conference
- SHARE's Bitesize Briefings on key policy & practice issues
- Governance of Scottish Housing Associations Award GOSHA – (SHARE's SQA customised Award for Committee/Board members)
- Scottish Vocational Qualifications (SVQ) in Housing and Business Administration
- Chartered Institute of Housing (CIH) Level II and III in Housing Practice
- Institute of Leadership and Management courses (ILM).

2.

SHARE News - The Quarterly Newsletter

Keeping you up to date with the latest news from SHARE as well as current developments in housing and learning and development.



3.



SHARE Members have free access to the following Networks:

- HR Network
- IT Network
- Chairs' Network
- Scottish Factoring Network (jointly run by SHARE/SFHA & GWSF).

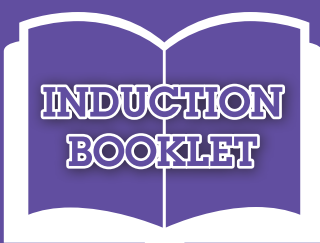
4.

SHARE members have free access to a series of e-learning units specifically designed for Committee/Board members, which cover the following topics:

- Introduction to Housing Associations
- Roles and Responsibilities of Committee/Board members
- Introduction to Finance
- Introduction to Maintenance
- Introduction to Housing Management
- Introduction to Development.



5.



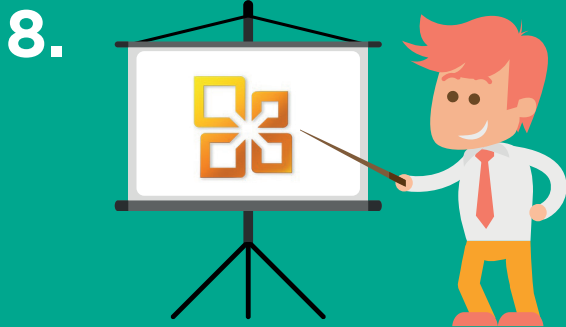
Members are able to access SHARE's Committee/Board member **Induction booklet**. All new Committee/Board members should have an induction when they get involved in any association / co-operative. SHARE's booklet recommends what should be included in any Induction Pack new members are given. The booklet suggests a phased approach to induction so the new member is not overwhelmed or overloaded with information.

6. New Committee/Board members can attend a free, 2 hour, **Get on Board** workshop which will be delivered at SHARE. These quarterly workshops are intended to compliment the induction carried out by their organisation and reinforces their roles.



7. SHARE provides a complimentary Learning Log for all Committee/Board members to record their learning and development. Completing the log and submitting it to SHARE each year in May gives entry to “**SHARE Committee Learner of The Year.**” The winner receives an Individual Award, which they can keep, and their name and association is added to the list of previous winners on the Annual Trophy, which their organisation retains for one year.

Completion of the Learning Log alongside the annual appraisal process provides evidence of effectiveness and suitability for continued service in line with the *nine year rule*.



Complimentary Information Technology (IT) training audit for Microsoft Office

We all have the technology, but are we using it to the best of our ability and in the most effective way? SHARE can provide a complimentary IT Training Audit for Staff and Committee/Board members, which will go some way to informing what, if any, IT training is required.

9. **Complimentary Myers Briggs Type Indicator (MBTI) profile for Chairs**

The MBTI is a personality profile which can be provided free to the Chair of member associations and co-operatives. The session provides valuable personal insights and a greater understanding of other Committee/Board members.

An MBTI package is also available at a cost for the Director/Chief Executive. After receiving their own personal profile a facilitated conversation is held to explore how each other's personality impacts on their respective roles and how they can support and challenge one another.



Access to learning & development advice

Experienced SHARE staff are on hand to talk to you about your staff and Committee/Board learning and development requirements.

11.



Complimentary Honey & Mumford (H&M) Learning Styles session for Committee/Board Members

A free workshop for Committee/Board members to explore individual learning styles using the H&M Learning Styles Questionnaire. The one thing that Committee/Board members need to do continuously is update their knowledge, and this can be made easier by applying their learning preferences. Only the H&M materials will incur a cost.

12. Priority places on Modern Apprenticeship funded programme

SHARE is funded by Skills Development Scotland to deliver Modern Apprentices in Housing and Business Administration at Level II. Places are limited and members are given priority.



13.



Access to e-learning for staff

SHARE members have free access to a wide range of e-learning units aimed at staff, including:

- Health and Safety
- Data Protection
- Child Protection
- Adult Protection.

14. Skills for conducting Annual Performance Reviews for Chairs

Chairs are required to conduct annual performance reviews or appraisals of the Committee/Board.

SHARE members have access to two free sessions which are designed to help Chairs conduct these reviews/appraisals. The course considers the range of skills required including administering self-assessment tools, giving feedback and using the information gathered in action planning for further development.



15.



Appraising Yourself

Members have access to a self-assessment appraisal form to use as part of the Committee/Board appraisals. This will help to identify learning and development issues and form the basis for future year's appraisals.



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