



International Training Programme
September 2017

DOGS TRUST WORLDWIDE INTERNATIONAL TRAINING PROGRAMME SEPTEMBER 2017 – HAREFIELD REHOMING CENTRE

Date / time	Event	Objectives	Comments
Sunday 3rd September	Arrival at Travelodge Hotel – Uxbridge, West London. Rooms available for check-in 15:00 pm onwards	Beth will be in the area from 15:00pm onwards if you need any assistance. She will be on hand throughout the duration of the course	Beth Jennings – International Team Assistant, Dogs Trust Worldwide
Monday 4th September			
8:00	Collection from Hotel – travel to Dogs Trust Harefield RC	Breakfast from 07.00 in the hotel. Please all meet in hotel reception promptly after breakfast at 07.45. Minibus will drive you to DT Harefield at 8:00 am sharp	Beth Jennings
08.15 – 8:30	Introduction to Dogs Trust Worldwide & ITP	<ul style="list-style-type: none"> To provide an overview of Dogs Trust Worldwide the training schedule To identify any general administration points 	Craig Rooney – Acting Head of International, Dogs Trust Worldwide
8:30 -10:00	Dogs Trust Worldwide	<ul style="list-style-type: none"> The work of Dogs Trust Worldwide 	Craig Rooney – Acting Head of International, Dogs Trust Worldwide
10:00 -10:15	Break – Tea and Coffee		
10:15 -12:00	Shelter Construction and minimum needs	<ul style="list-style-type: none"> Identifying the minimum needs required in shelter design/construction to meet the requirements of dogs. 	Paul Wass – Project Surveyor, Dogs Trust
12:00 -12:45	Lunch		
12:45 -14:30	Detailed tour of DT Harefield RC		Jo Lloyd – Assistant Manager Dogs Trust Harefield
14:30 -14:45	Break – Tea and Coffee		
14:45 – 16:45	Dogs Trust Policies relevant to International Training Establishing policies in the Shelters.	<ul style="list-style-type: none"> Examination and discussion on selected policies pertinent to the Delegates Understanding the importance of objective setting and performance monitoring. Developing basic SOPs to ensure minimum standard of delivery of care, customer service etc. is set and met 	David Franklin – Regional Manager, Dogs Trust
17:00	Collection from Harefield RC – taxis to Hotel		
18:50	Walk to the restaurant.	Meet in hotel reception at 18:50, group walk to Ask restaurant.	Craig Rooney, Beth Jennings
19.00	Course Dinner at Ask, Uxbridge	All to attend	Craig Rooney, Beth Jennings
Tuesday 5th September			
08.15	Collection from Hotel – travel to Dogs Trust	Breakfast from 07.15 in the hotel. Please all meet in reception promptly after breakfast at 08.00. Minibus will	Beth Jennings

	Harefield RC	drive you to DT Harefield at 8:15 am sharp.	
08:30-10:30	Dog Catching	<ul style="list-style-type: none"> Different methods of dog catching 	Brian Faulkner - Animal Control Consultant & Technical Advisor at Stray Animal Solutions
10.30 – 10.45	Break – Tea and Coffee		
10:45 – 12:15	World Veterinary Service (WVS)	<ul style="list-style-type: none"> Presentation on WVS and Mission Rabies 	Chris Payne , Logistics Support Officer, WVS
12.15– 13.00	Lunch		
13:00 – 14:45	Education	<ul style="list-style-type: none"> Developing and implementing an educational programme Delivering the programme – including creating resources. 	Sarah Saunders - Education Officer, Dogs Trust
14.45 –15:00	Break – Tea and Coffee		
15:00 – 16:00	Presentation from Cats Protection	<ul style="list-style-type: none"> Feline Infectious Diseases 	Sandra Milburn – Education Veterinary Officer, Cats Protection
16:15	Collection from Harefield RC – taxis to Hotel		
	Evening – Free time		
Wednesday 6th September			
8:15	Collection from Hotel – travel to Harefield RC	Breakfast from 07.15 in the hotel. Please all meet in reception promptly after breakfast at 08.00. Taxis will drive you to DT Harefield at 8:15 am sharp.	Beth Jennings
8:30 – 10:30	Introduction to Dogs Trust's approach to training and behaviour	<ul style="list-style-type: none"> Defensive handling and use of equipment The 5 senses of the dog Dominance 	Steve Goward – Deputy Head of Behaviour & Training, Dogs Trust
10:30 – 10:45	Break - Tea and Coffee		
10.45 – 13.00	Environment enrichment, confidence building the nervous dog, canine body language and Welfare assessments		Steve Goward – Deputy Head of Behaviour & Training, Dogs Trust
13:00 – 13:45	Lunch		
13:45 – 14:30	Practical training	<ul style="list-style-type: none"> Clicker training 	Steve Goward – Deputy Head of Behaviour & Training, Dogs Trust
14:30 – 14:45	Break – Tea and Coffee		
14:45 – 15:45	TTouch	<ul style="list-style-type: none"> Practical TTouch training 	Sarah Fisher
15:45 – 16:45	Dog School	<ul style="list-style-type: none"> Introduction to Dog School 	Marta Kurpinska – Dog School Senior Coach, Dogs Trust
15:00	Collection from Harefield RC – taxis to Hotel		
	Evening - Free time		

Thursday 7th September			
8:30	Travel to Head Office	Breakfast from 07.15 in the hotel. Please all meet in reception promptly after breakfast at 08.10. We will leave at 08:30.	
9:45 – 11:15	Veterinary Matters	<ul style="list-style-type: none"> • Bio security • Transmission of infection 	Catherine Dobbie – Veterinary Surgeon, Dogs Trust
11:15 - 12:00	Charity Shops / Retail	<ul style="list-style-type: none"> • How to run a charity shop successfully 	Linda Rumbles
12:00 – 13:15	Lunch (extended)		
13:15 – 14:15	Using the media	<ul style="list-style-type: none"> • Print • Radio • “Do’s and Don’ts” 	Emma Sheppard - Communications Director & Carlie Mesquitta – Communication Officer
14:15 – 15:15	Internet Marketing	<ul style="list-style-type: none"> • Understanding the power of the internet 	Jacqui Darlow , Head of Digital Marketing, Dogs Trust
15:15 – 15:45	Break - Tea-Coffee		
15:45 -16:45	Effective Fundraising	<ul style="list-style-type: none"> • Understanding how to set up an effective fundraising programme • Case study of Dogs Trust fundraising activity 	Nick Daniel – Marketing Director, Dogs Trust
17:15 -17:45	Group photo with Adrian	All to attend	International team and Adrian Burder – CEO, Dogs Trust
17:45 – 18:00	Walk to the restaurant	All to attend	International team and Adrian Burder
18:00 - 20:00 (approx)	Course dinner at Bills Restaurant, Islington	All to attend	International team and Adrian Burder
20:00 - 21:00	Travel back to the hotel - London Underground		
Friday 8th September			
08:15	Collection from Hotel – travel to Harefield RC	Breakfast from 07.15 in the hotel. Please all meet in reception promptly after breakfast at 08.00. We will leave at 08:15.	
8:30 – 10:30	Managing the Rehoming Process	<ul style="list-style-type: none"> • Selection of dogs for Rehoming • Preparing the dogs for “showing” • Pre-adoption checks and interviews 	Richard Moore - Centre Manager, Dogs Trust Harefield
10:30 – 10:45	Break – Tea and Coffee		
10:45 – 12:45	Managing the Rehoming Process	<ul style="list-style-type: none"> • Fitting the dogs to owners • Post-adoption checks • Support • Making the most of Volunteers 	Richard Moore - Centre Manager, Dogs Trust Harefield
12:45 – 13:15	Lunch		
13:15 – 15:15	Presentation on Cats	<ul style="list-style-type: none"> • Cat Trap, Neuter, Release • Million Cat Challenge 	Ian MacFarlane – Cat TNR specialist
15:15 – 15:45	Cats Protection Community Neutering Work	<ul style="list-style-type: none"> • How human behaviour change applies to community neutering 	Matthew Payne – Community Neutering Officer, Cats Protection
16:00	Collection from Harefield RC – taxis to Hotel		

Saturday 9th September	Check Out	Beth will not be at the hotel on Saturday 6 th for check out but can be reached on the mobile number provided if needed.	
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