



## DOGS TRUST WORLDWIDE INTERNATIONAL TRAINING PROGRAMME MARCH 2018 – HAREFIELD REHOMING CENTRE

Date / time	Event	Objectives	Comments
<b>Sunday 4<sup>th</sup> March</b>	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	<b>Beth Jennings</b> – International Team Assistant, Dogs Trust Worldwide
<b>Monday 5<sup>th</sup> March</b>			
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	<b>Beth Jennings</b>
08.15 – 8:30	Introduction to Dogs Trust Worldwide & ITP	<ul style="list-style-type: none"> <li>To provide an overview of Dogs Trust Worldwide the training schedule</li> <li>To identify any general administration points</li> </ul>	<b>Karen Reed</b> – Executive Director, Dogs Trust Worldwide
8:30 -10:00	Dogs Trust Worldwide	<ul style="list-style-type: none"> <li>The work of Dogs Trust Worldwide</li> </ul>	<b>Karen Reed</b> – Executive Director, Dogs Trust Worldwide
<b>10:00 -10:15</b>	<b>Break – Tea and Coffee</b>		
10:15 -12:00	Shelter Construction and minimum needs	<ul style="list-style-type: none"> <li>Identifying the minimum needs required in shelter design/construction to meet the requirements of dogs.</li> </ul>	<b>Paul Wass</b> – Project Surveyor, Dogs Trust
<b>12:00 -13:00</b>	<b>Lunch</b>		
13:00 -14:30	Detailed tour of DT Harefield RC		<b>Richard Moore</b> - Centre Manager, Dogs Trust Harefield
<b>14:30 -14:45</b>	<b>Break – Tea and Coffee</b>		
14:45 – 16:00	Dogs Trust Policies relevant to International Training Establishing policies in the Shelters.	<ul style="list-style-type: none"> <li>Examination and discussion on selected policies pertinent to the Delegates</li> <li>Understanding the importance of objective setting and performance monitoring.</li> <li>Developing basic SOPs to ensure minimum standard of delivery of care, customer service etc. is set and met</li> </ul>	<b>David Franklin</b> – Regional Manager, Dogs Trust
16:00	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.	<b>Karen Reed, Beth Jennings</b>
19.00	Course Dinner at Ask, Uxbridge	<b>All to attend</b>	<b>Karen Reed, Beth Jennings</b>
<b>Tuesday 6<sup>th</sup> March</b>			
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	<b>Beth Jennings</b>

	Harefield RC	drive you to DT Harefield at 8:15 am sharp.	
08:30-10:30	Managing the Rehoming Process	<ul style="list-style-type: none"> <li>• Selection of dogs for Rehoming</li> <li>• Preparing the dogs for “showing”</li> <li>• Pre-adoption checks and interviews</li> </ul>	<b>Richard Moore</b> - Centre Manager, Dogs Trust Harefield
<b>10.30 – 10.45</b>	<b>Break – Tea and Coffee</b>		
10:45 – 12:45	Managing the Rehoming Process	<ul style="list-style-type: none"> <li>• Fitting the dogs to owners</li> <li>• Post-adoption checks</li> <li>• Support</li> <li>• Making the most of Volunteers</li> </ul>	<b>Richard Moore</b> - Centre Manager, Dogs Trust Harefield
<b>12.45– 13.30</b>	<b>Lunch</b>		
13:30 – 15:15	Education	<ul style="list-style-type: none"> <li>• Developing and implementing an educational programme</li> <li>• Delivering the programme – including creating resources.</li> </ul>	<b>Ruth Thomas</b> - Education Officer, Dogs Trust
<b>15.15 –15:30</b>	<b>Break – Tea and Coffee</b>		
15:30 – 17:00	Dog Catching	<ul style="list-style-type: none"> <li>• Different methods of dog catching</li> </ul>	<b>Brian Faulkner</b> - Animal Control Consultant & Technical Advisor at Stray Animal Solutions
17:00	Collection from Harefield RC – taxi to Hotel		
	Evening – Free time		
<b>Wednesday 7<sup>th</sup> March</b>			
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.	<b>Beth Jennings</b>
8:30 – 10:15	Introduction to Dogs Trust’s approach to training and behaviour	<ul style="list-style-type: none"> <li>• Defensive handling and use of equipment</li> </ul>	<b>Steve Goward</b> – Behaviour Development Manager, Dogs Trust
<b>10:15 – 10:30</b>	<b>Break - Tea and Coffee</b>		
10.30 – 12.30	Environment enrichment, confidence building the nervous dog, canine body language and Welfare assessments		<b>Steve Goward</b> – Behaviour Development Manager, Dogs Trust
<b>12:30 – 13:15</b>	<b>Lunch</b>		
13:15 – 14:00	Practical training	<ul style="list-style-type: none"> <li>• Clicker training</li> </ul>	<b>Steve Goward</b> – Behaviour Development Manager, Dogs Trust
<b>14:00 – 14:15</b>	<b>Break – Tea and Coffee</b>		
14:15 – 15:15	TTouch	<ul style="list-style-type: none"> <li>• Practical TTouch training</li> </ul>	<b>Steve Goward</b> – Behaviour Development Manager, Dogs Trust
15:15 – 17:15	Presentation on Cats	<ul style="list-style-type: none"> <li>• Cat trap, neuter, release</li> <li>• Million Cat Challenge</li> </ul>	<b>Ian MacFarlane</b> – Cat TNR specialist
17:15	Collection from Harefield RC – taxis to Hotel		
	Evening - Free time		

<b>Thursday 8<sup>th</sup> March</b>			
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.	
08:30 – 09:30	Presentation from Cats Protection	<ul style="list-style-type: none"> <li>Feline Infectious Diseases</li> </ul>	<b>Sandra Milburn –</b> Education Veterinary Officer, Cats Protection
09:30 – 10:30	Cats Protection Community Neutering Work	<ul style="list-style-type: none"> <li>How human behaviour change applies to community neutering</li> </ul>	<b>SuiLi Weight –</b> Community Neutering Officer, Cats Protection
<b>10:30 – 11:00</b>	<b>Break – Tea and Coffee</b>		
11.00 – 12:30	World Veterinary Service (WVS) / Mission Rabies	<ul style="list-style-type: none"> <li>Understanding population surveys</li> <li>Vaccination campaign logistics</li> </ul>	<b>Frederic Loehr -</b> Global Operations Manager, Mission Rabies
<b>12:30 – 13:15</b>	<b>Lunch</b>		
13:15 – 14:15	Dog School	<ul style="list-style-type: none"> <li>Introduction to Dog School</li> </ul>	<b>Maria Wickes –</b> Head of Dog School
14:30	Collection from Harefield RC – taxis to Hotel		
	Evening – Free time		
<b>Friday 9<sup>th</sup> March</b>			
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"> <li>Bio security</li> <li>Transmission of infection</li> </ul>	<b>Runa Hanaghan –</b> Deputy Veterinary Director, Dogs Trust
11:15 - 12:00	Charity Shops / Retail	<ul style="list-style-type: none"> <li>How to run a charity shop successfully</li> </ul>	<b>Linda Rumbles –</b> Retail Admin Manager, Dogs Trust
<b>12:00 – 13:15</b>	<b>Lunch (extended)</b>		
13:15 – 14:15	Using the media	<ul style="list-style-type: none"> <li>Print</li> <li>Radio</li> <li>“Do’s and Don’ts”</li> </ul>	<b>Hannah Baker –</b> Senior Comms Officer, Dogs Trust
14:15 – 15:15	Internet Marketing	<ul style="list-style-type: none"> <li>Understanding the power of the internet</li> </ul>	<b>Jacqui Darlow –</b> Head of Digital Marketing, Dogs Trust
<b>15:15 – 15:45</b>	<b>Break – Tea and coffee</b>		
15:45 -16:45	Effective Fundraising	<ul style="list-style-type: none"> <li>Understanding how to set up an effective fundraising programme</li> <li>Case study of Dogs Trust fundraising activity</li> </ul>	<b>Nick Daniel –</b> Marketing Director, Dogs Trust
17:15 -17:45	Group photo with Adrian	<b>All to attend</b>	International team and <b>Adrian Burder –</b> CEO, Dogs Trust
17:45 – 18:30	Walk to the restaurant	<b>All to attend</b>	International team and <b>Adrian Burder</b>
18:30 - 20:30 (approx)	Course dinner at Bills Restaurant, Islington	<b>All to attend</b>	International team and <b>Adrian Burder</b>
20:30 - 21:30	Travel back to the hotel - Minibus		

<b>Saturday 9<sup>th</sup> September</b>	Check Out		
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