



**Bowls Scotland Club Development Workshops**

**November 2020 – March 2021**

## CLUB DEVELOPMENT WORKSHOPS

Bowls Scotland want to support clubs in the off season by delivering a series of online club development workshops. The content of these workshops rated highly in our recent COVID-19 Club Survey on what clubs required to ensure survival and sustainability. The workshops cover a wide variety of topics and clubs are welcome to attend as many as they like.

Workshops are **FREE** for all Bowls Scotland clubs and members and will all be delivered online via ZOOM. If there is an area of support that is not covered in the workshops, please let us know and we will look to incorporate these in future workshops.

Places are limited for each workshop so please book your place as soon as possible to avoid disappointment. All our workshops are bookable via our online club and membership system. To book a place, click on the booking link relevant to your workshop and use the Booking a Course Guide to help you with this process. More information is available here: <https://www.bowlsscotland.com/new-to-bowls/club-development-workshops>

In addition to the Bowls Scotland workshops, **sportscotland** has recently developed a COVID Officer e-learning module. We would encourage clubs to complete the free training even though our season has finished. <https://sportscotland.org.uk/covid-19/support-for-clubs-and-community-sport-organisations/preparing-your-organisation-as-coronavirus-covid-19-restrictions-ease/>

For further information on the workshops available or for any other club development support, please get in touch with your National Development Officer:

- Districts 1-10: Stuart Bell 07525 134385 [stuartbell@bowlsscotland.com](mailto:stuartbell@bowlsscotland.com)
- Districts 11-24: Daniel Baker 07821 118774 [danielbaker@bowlsscotland.com](mailto:danielbaker@bowlsscotland.com)
- Districts 25-32: Lawra Cox 07715 025736 [lawracox@bowlsscotland.com](mailto:lawracox@bowlsscotland.com)

General booking enquiries should be directed to [info@bowlsscotland.com](mailto:info@bowlsscotland.com)

## CLUB DEVELOPMENT WORKSHOPS

<b>NOVEMBER</b>			
<b>Day &amp; Date</b>	<b>Time</b>	<b>Workshop</b>	
Tuesday 3 <sup>rd</sup>	10:00-11:00	Club Governance	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=B5E6DFC4EC6C56D53001D428B7C7262D1E05C848">https://bowlsscotland.azolve.com/workbench/public/events?ref=B5E6DFC4EC6C56D53001D428B7C7262D1E05C848</a>
Thursday 12 <sup>th</sup>	11:00-12:00	Basic Financial Planning	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=CD7B7CAEB6E06278F61D78FAFC82A8CC39E8751B">https://bowlsscotland.azolve.com/workbench/public/events?ref=CD7B7CAEB6E06278F61D78FAFC82A8CC39E8751B</a>
Monday 16 <sup>th</sup>	14:00-15:30	Online Club & Membership System	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=261388775C8A0B6C2C8F8B44E0725BF36D441946">https://bowlsscotland.azolve.com/workbench/public/events?ref=261388775C8A0B6C2C8F8B44E0725BF36D441946</a>
Wednesday 18 <sup>th</sup>	15:00-16:00	Social Media Hints and Tips	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=7F55115F670DAEA49993DA0524AA3B26320D95C3">https://bowlsscotland.azolve.com/workbench/public/events?ref=7F55115F670DAEA49993DA0524AA3B26320D95C3</a>
Wednesday 18 <sup>th</sup>	19:00-20:00	Green Maintenance	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=AFCAD455B185EAB0AD55434F9C2531674249475A">https://bowlsscotland.azolve.com/workbench/public/events?ref=AFCAD455B185EAB0AD55434F9C2531674249475A</a>
Thursday 19 <sup>th</sup>	14:00-15:00	Club Governance	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=44D951F95187E833D9442FD4D0698D9100363C1C">https://bowlsscotland.azolve.com/workbench/public/events?ref=44D951F95187E833D9442FD4D0698D9100363C1C</a>
Thursday 19 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection in Sport	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=C29C1EDF683A0845AC205660691AE88FC29B7691">https://bowlsscotland.azolve.com/workbench/public/events?ref=C29C1EDF683A0845AC205660691AE88FC29B7691</a>
Thursday 26 <sup>th</sup>	19:00-20:30	Online Club & Membership System	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=4F59E7F62A23C825871367E70761CAA803CEC664">https://bowlsscotland.azolve.com/workbench/public/events?ref=4F59E7F62A23C825871367E70761CAA803CEC664</a>
<b>DECEMBER</b>			
<b>Day &amp; Date</b>	<b>Time</b>	<b>Workshop Type</b>	
Tuesday 1 <sup>st</sup>	19:00-20:30	Online Club & Membership System	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=C0E9A3171737B7BD0D70576B32FE2CCF16FFD115">https://bowlsscotland.azolve.com/workbench/public/events?ref=C0E9A3171737B7BD0D70576B32FE2CCF16FFD115</a>
Thursday 3 <sup>rd</sup>	15:00-16:00	Basic Financial Planning	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=8BD39DB44408E35D31E062693DC18848F9E6A4C4">https://bowlsscotland.azolve.com/workbench/public/events?ref=8BD39DB44408E35D31E062693DC18848F9E6A4C4</a>
Tuesday 8 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection Officer Training	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=4A7DBFDC30808023CF351BE2CD60558E47AC7056">https://bowlsscotland.azolve.com/workbench/public/events?ref=4A7DBFDC30808023CF351BE2CD60558E47AC7056</a>
Wednesday 9 <sup>th</sup>	19:00-20:00	BowlsMark for your Club	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=76AB396527718B1E90BCBB7D886C5040C1FDFC30">https://bowlsscotland.azolve.com/workbench/public/events?ref=76AB396527718B1E90BCBB7D886C5040C1FDFC30</a>
Friday 11 <sup>th</sup>	14:00-15:30	Online Club & Membership System	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=F47BB8D1AF98F16A97D8015A190A84C9692AFBC9">https://bowlsscotland.azolve.com/workbench/public/events?ref=F47BB8D1AF98F16A97D8015A190A84C9692AFBC9</a>

Monday 14 <sup>th</sup>	11:00-12:00	BowlsMark for your Club	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=6A2458F66F6FAEFB6CC834F9D5F5C1176F4CC6EE">https://bowlsscotland.azolve.com/workbench/public/events?ref=6A2458F66F6FAEFB6CC834F9D5F5C1176F4CC6EE</a>
Monday 14 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection in Sport	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=156BBAD1A57823990EB3101F3EB495030323F743">https://bowlsscotland.azolve.com/workbench/public/events?ref=156BBAD1A57823990EB3101F3EB495030323F743</a>
Monday 14 <sup>th</sup>	19:00-20:00	Social Media Hints and Tips	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=B669B28EF91C347BED78B938E58949D2BA06AB33">https://bowlsscotland.azolve.com/workbench/public/events?ref=B669B28EF91C347BED78B938E58949D2BA06AB33</a>
Wednesday 16 <sup>th</sup>	14:00-15:30	Online Club & Membership System	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=5490D61E02CB0AB54EBC8859D8E6F648E7F275D6">https://bowlsscotland.azolve.com/workbench/public/events?ref=5490D61E02CB0AB54EBC8859D8E6F648E7F275D6</a>
<b>JANUARY</b>			
<b>Day &amp; Date</b>	<b>Time</b>	<b>Workshop Type</b>	
Friday 8 <sup>th</sup>	14:00-15:00	How to run a Try Bowls event	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=DEA0D5791AA0E79ED4B4BCB9E2FC0F6E48E79FBA">https://bowlsscotland.azolve.com/workbench/public/events?ref=DEA0D5791AA0E79ED4B4BCB9E2FC0F6E48E79FBA</a>
Tuesday 12 <sup>th</sup>	11:00-12:00	BowlsMark for your Club	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=11977122D40D8FBE8ECF85CBD3B74EA6C0E6DC3E">https://bowlsscotland.azolve.com/workbench/public/events?ref=11977122D40D8FBE8ECF85CBD3B74EA6C0E6DC3E</a>
Thursday 14 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection in Sport	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=A5860C15D3320F2AF53144EC85E619750F4F6396">https://bowlsscotland.azolve.com/workbench/public/events?ref=A5860C15D3320F2AF53144EC85E619750F4F6396</a>
Thursday 14 <sup>th</sup>	19:00-20:00	Basic Financial Planning	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=5176F04D49FA4859AB08C3301F6EF84491BCE107">https://bowlsscotland.azolve.com/workbench/public/events?ref=5176F04D49FA4859AB08C3301F6EF84491BCE107</a>
Wednesday 20 <sup>th</sup>	15:00-16:00	BowlsMark for your Club	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=F61D868AABA AA563E49676D907A316957E0663FA">https://bowlsscotland.azolve.com/workbench/public/events?ref=F61D868AABA AA563E49676D907A316957E0663FA</a>
Thursday 21 <sup>st</sup>	18:00-21:00	Child Wellbeing and Protection Officer Training	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=24F4335D98F6659029277B0DDEC17099CDAF137E">https://bowlsscotland.azolve.com/workbench/public/events?ref=24F4335D98F6659029277B0DDEC17099CDAF137E</a>
Tuesday 26 <sup>th</sup>	18:00-19:00	Green Maintenance	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=EE23807DB0755D97AFE70F3B86D5DF18C48484F2">https://bowlsscotland.azolve.com/workbench/public/events?ref=EE23807DB0755D97AFE70F3B86D5DF18C48484F2</a>
Thursday 28 <sup>th</sup>	19:00-20:00	Equality & Diversity	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=ED267278EAE C4CB0EA9D02CE6639C4CD5E4F5C99">https://bowlsscotland.azolve.com/workbench/public/events?ref=ED267278EAE C4CB0EA9D02CE6639C4CD5E4F5C99</a>
<b>FEBRUARY</b>			
<b>Day &amp; Date</b>	<b>Time</b>	<b>Workshop Type</b>	
Thursday 4 <sup>th</sup>	11:00-12:00	Basic Financial Planning	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=FECEA500B54E4D5A204C94DD0C5844F38DA33695">https://bowlsscotland.azolve.com/workbench/public/events?ref=FECEA500B54E4D5A204C94DD0C5844F38DA33695</a>
Tuesday 9 <sup>th</sup>	16:00-17:00	How to run a Try Bowls event	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=E721A612DA5EBC5B17ED539FAB763C77C7EF3253">https://bowlsscotland.azolve.com/workbench/public/events?ref=E721A612DA5EBC5B17ED539FAB763C77C7EF3253</a>
Monday 15 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection in Sport	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=1AFD05DA1A6214552A1BBB7405076340D32DEEA3">https://bowlsscotland.azolve.com/workbench/public/events?ref=1AFD05DA1A6214552A1BBB7405076340D32DEEA3</a>

Thursday 18 <sup>th</sup>	14:00-15:00	Membership Retention	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=E5C655AAC2321CE576CB86A47ED4330E75B9A17F">https://bowlsscotland.azolve.com/workbench/public/events?ref=E5C655AAC2321CE576CB86A47ED4330E75B9A17F</a>
Monday 22 <sup>nd</sup>	19:00-20:00	How to run a Try Bowls event	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=1BFAE8D5458A5B6A6B40955EA1E4F0716B5623F4">https://bowlsscotland.azolve.com/workbench/public/events?ref=1BFAE8D5458A5B6A6B40955EA1E4F0716B5623F4</a>
Tuesday 23 <sup>rd</sup>	18:00-19:00	Green Maintenance	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=59B3D1F33B38B8CBEC1F6FF6E05F9F677E47C632">https://bowlsscotland.azolve.com/workbench/public/events?ref=59B3D1F33B38B8CBEC1F6FF6E05F9F677E47C632</a>
Thursday 25 <sup>th</sup>	19:00-20:30	Club Legal Structures	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=C171F4942DFC14D07C0944586B30117EEAA87CFC">https://bowlsscotland.azolve.com/workbench/public/events?ref=C171F4942DFC14D07C0944586B30117EEAA87CFC</a>
<b>MARCH</b>			
<b>Day &amp; Date</b>	<b>Time</b>	<b>Workshop Type</b>	
Wednesday 17 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection in Sport	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=7B35A2614339E4C8D2AD2A5EAA94D33FE9C5C056">https://bowlsscotland.azolve.com/workbench/public/events?ref=7B35A2614339E4C8D2AD2A5EAA94D33FE9C5C056</a>
Monday 22 <sup>nd</sup>	11:00-12:00	Membership Retention	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=8167F62551ADE2BA8149F875F9279C6DC5D3AD74">https://bowlsscotland.azolve.com/workbench/public/events?ref=8167F62551ADE2BA8149F875F9279C6DC5D3AD74</a>
Wednesday 24 <sup>th</sup>	18:00-21:00	Child Wellbeing and Protection Officer Training	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=A903B4EA6A5FEA1FF3764600A94E3FD85CEF3CB7">https://bowlsscotland.azolve.com/workbench/public/events?ref=A903B4EA6A5FEA1FF3764600A94E3FD85CEF3CB7</a>
Friday 26 <sup>th</sup>	11:00-12:00	New PVG process for WPO's	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=E7B4B282C633E41FEF3AD2FC3F79B1DFE3D47D4C">https://bowlsscotland.azolve.com/workbench/public/events?ref=E7B4B282C633E41FEF3AD2FC3F79B1DFE3D47D4C</a>
Monday 29 <sup>th</sup>	14:00-15:00	New PVG process for WPO's	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=878B8182D35260F94BB49385B8FDAD56D25EEF27">https://bowlsscotland.azolve.com/workbench/public/events?ref=878B8182D35260F94BB49385B8FDAD56D25EEF27</a>
Tuesday 30 <sup>th</sup>	19:00-20:00	Membership Retention	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=742F2A8194AFB91C18E1F858C46FFB39733E5EBE">https://bowlsscotland.azolve.com/workbench/public/events?ref=742F2A8194AFB91C18E1F858C46FFB39733E5EBE</a>
Wednesday 31 <sup>st</sup>	18:00-19:00	New PVG process for WPO's	<a href="https://bowlsscotland.azolve.com/workbench/public/events?ref=A1195E9F45A87E0F5306AA9FB1421E3D7AAE1EC9">https://bowlsscotland.azolve.com/workbench/public/events?ref=A1195E9F45A87E0F5306AA9FB1421E3D7AAE1EC9</a>

## CLUB DEVELOPMENT WORKSHOP - OUTLINES

WORKSHOP	DESCRIPTION	TARGET AUDIENCE	TUTOR / PRESENTER
Basic Financial Planning	This workshop examines where the club money comes from, where the club spends it, whilst looking at how the future may impact on both Income & Expenditure and how will the club plan to meet these changes	Treasurers and/or Club committee members	Stuart Bell, National Development Officer, Bowls Scotland
BowlsMark for your Club	This workshop explores the process of club accreditation and the key benefits of going through BowlsMark	Club committee members	Lawra Cox, Stuart Bell & Daniel Baker National Development Officers, Bowls Scotland
Child & Wellbeing Protection in Sport	Child Wellbeing and Protection in Sport (CWPS) supersedes the previous Safeguarding and Protecting Children (SPC) course. The training will provide you with the knowledge on child wellbeing and protection that will give you the confidence to deal with issues that may arise in your role working with children.  <b>Pre-requisite:</b> <ul style="list-style-type: none"> <li>Age 16+</li> </ul>	Wellbeing and Protection Officers or those in a similar role	Lindsey Booth, Booth Training and Consulting
Child Wellbeing & Protection Officer Training	The workshop is suitable for individuals responsible for leading their club or organisation in the wellbeing and protection of	Wellbeing and Protection Officers or those in a similar role	Lindsey Booth, Booth Training and Consulting

	<p>children and young people. Learners will have the opportunity to develop knowledge and skills to manage concerns through the use of interactive case studies and group work.</p> <p><b>Pre-requisites:</b></p> <ul style="list-style-type: none"> <li>• Age 18+</li> <li>• Learners must have completed both modules of the Child Wellbeing &amp; Protecting Children (CWPO) or SPC</li> </ul>		
Club Governance	This workshop aims to support clubs to improve governance and encourage communication through providing templates and examples of good practice	Club committee members	Lawra Cox, Stuart Bell & Daniel Baker National Development Officers, Bowls Scotland
Club Legal Structures	This webinar will walk clubs through the various structures available and outline the benefits and limitations of each, including charitable organisation and Community Amateur Sports Club status	Club committee members	Andrew Jenkin & Alan Russell Club Development Scotland
Community Asset Transfer	The Community Empowerment (Scotland) Act 2015 provided opportunities for clubs to undertake long-term leases and acquire facilities through 'Community Asset Transfer'. This webinar is designed to give you a greater understanding of	Club committee members	Andrew Jenkin & Alan Russell Club Development Scotland

	Community Asset Transfers and what would be involved in undertaking the process.		
Equality & Diversity	This workshop will explore ways clubs can achieve equity in their policies, procedures and decision making processes ensuring opportunities are open to everybody, regardless of protected characteristics such as age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, sex and sexual orientation and religion or belief.	Club committee members & coaches	Lawra Cox, Stuart Bell & Daniel Baker National Development Officers, Bowls Scotland
Funding for your Club	This workshop provides practical hints and tips for completing funding applications and looking at other avenues of increasing revenues that will develop clubs, including investing in community projects, increasing club reserves and funding the purchase of new equipment and facilities.	Treasurers and/or club committee members	Andrew Jenkin & Alan Russell Club Development Scotland
Green Maintenance	This workshop aims to provide clubs with green maintenance information as well as practical hints and tips for ensuring a quality green is maintained.  There will be opportunity for questions and answers on specific issues your club is facing with green maintenance	Greenkeepers & Green Conveners	Sports Turf Services & Bowls Scotland



Membership Retention	This workshop will aim to bring clubs together to discuss and share methods of keeping the interest of current members within their clubs.	Club Committee Members	Bowls Scotland National Development Officers
New PVG process for WPO's	<p>During COVID the way PVG's were processed changed and a new Digital Routine Application Process was introduced last September. This was an interim measure while organisations continued to work remotely. Alongside this, a new online application service was in the pilot phase and this is now fully up and running. We believe the new online service will be quicker and simpler for clubs.</p> <p>To support clubs with the new process, we will deliver webinar sessions for Wellbeing Protection Officers</p>	Wellbeing & Protection Officers	Lawra Cox, National Development Officer, Bowls Scotland
Online Club and Membership System	This workshop aims to support clubs with Bowls Scotland's NEW online club and membership system in preparation for capitation 2021	Club admin who is responsible for capitation	Bowls Scotland
Safeguarding Update	This workshop will update clubs on safeguarding legislation and what it means for your club in terms of processes and best practice	Wellbeing & Protection Officers	Lawra Cox, National Development Officer, Bowls Scotland

Social Media Hints and Tips	This workshop will provide an overview of the benefits of Social Media; an insight into the implication's consequences of inappropriate use & support the implementation of SMART rules within clubs ensuring delivery to all club members	Club committee members and coaches	Darren Weir, Communications Officer Ross Robertson, Marketing Officer Bowls Scotland
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