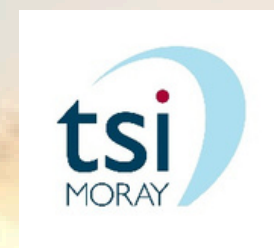


Productivity & Wellbeing Programme

A training programme for socially enterprising third-sector organisations in *Moray* delivered by the *Moray Social Enterprise Network*



**Funded by
UK Government**



Introduction

The purpose of the Productivity & Wellbeing Programme is to support socially enterprising third-sector organisations in Moray to improve individual and organisational productivity and wellbeing.

The intention is for participants to join all events to benefit the most from the series. Sessions can be booked individually if required.

For more information and to book email edward@tsimoray.org.uk or call 07386 653890.

This programme is provided **free** to participants and is funded by the UK Government through the UK Shared Prosperity Fund. More information about this fund can be found [here](#).



Productivity *Hero*

This in-person workshop will help you adopt methods to improve your productivity in an information-flooded digital age.

Details: Monday 10 February, 10:00 – 12:30 – Elgin.

In particular you will learn about:

- Email management techniques,
- Information collection and processing,
- Information storage,
- Methodologies for getting things done in a complex digital world.

This session is delivered by Edward Fittell, [tsiMORAY](#).



Capturing Change

This online workshop will provide you with an overview of good impact measurement which is increasingly important to secure funding.

Details: Friday 21 February, 10:00 – 16:00 – Online.

In particular, the workshop will cover:

- The importance of monitoring, evaluation and learning (MEL), key terminology and different types of data.
- Different models of impact measurement and help you start to plan your own measurement framework.
- The stages and methods of data collection, and how to do so safely and sensitively.
- Meaningful impact reports and how to tell your story to different stakeholders.

This session will be delivered by [UpShot CIC](#).





Confusion to Clarity

This in-person workshop will equip you with a self-coaching process for making wiser decisions more quickly, for the rest of your life!

Details: Friday 28 February, 09:00 – 17:30 – Elgin.

Specifically, you will:

- Have a direct experience of transforming confusion and inertia into clarity and action, whilst dealing with a real, tough, or challenging situation for you.
- Learn the phases of the process so that you can effectively use it over and over again with yourself in your own life, effectively becoming your own coach.
- Learn alongside others and develop connections with a cohort of people who have access to the same process, which you could maintain after the course if you wish.

The workshop will be led by Tim Davis – an experienced Coach for Transformation, based in Moray.

Take Time

This in-person nature-based learning session will give you essential space to maintain your wellbeing and creativity in support of your organisation's mission.

Details: Thursday 13 March, 10:00 – 16:00 – Rafford, nr. Forres.

In particular you will:

- Reflect on you and your peers' learning from the Productivity & Wellbeing Programme.
- Expand your capacity to enjoy a healthy working life.
- Support your enterprise by nourishing yourself.
- Discover wellbeing practices that can be brought back to your organisation.
- Enjoy great food, great facilitation and time with like-minded people in the beautiful Moray countryside.

This session will be delivered in partnership with Wildernessfit Mental Health CIC and Naturally Useful CIC.

Photo source: Marcassie Farm Lodges (session venue)



Information & Schedule

This series is provided *free* and is funded by the UK Shared Prosperity Fund.

It is recommended that you join the whole course. If you are unable to attend all sessions, you can join them individually.

The subjects in this course are intended as introductions and you will be invited to join ongoing conversations to continue learning and embed practices.

For more information and to book email edward@tsimoray.org.uk or call 07386 653890.

Workshop	Date	Time	Location
Productivity Hero	Monday 10 February	10:00 – 12:30	Moray College, Board Room, Elgin, IV30 1JJ
Capturing Change	Friday 21 February	10:00 – 16:00	Online
Confusion to Clarity	Friday 28 February	09:00 – 17:30	Inkwell, 1 Francis Place, Elgin, IV30 1LQ
Take Time	Thursday 13 March	10:00 – 16:00	Marcassie Farm, Rafford, near Forres, IV36 2RH