

ASSERTIVENESS SKILLS TRAINING
12 —13 September 2016
Ranger House, Guildford



With a bit of practice and training, most people can learn how to be more assertive—it's a communication skill that we can all improve. This course will help to improve confidence through participative group work and will focus on:

- Behaviour types
- Body language
- Practice in using assertive behaviour

It is open to women members, branch women's officers and women stewards.

Closing date: Monday 15 Aug



For more information about the above course please contact your branch and/or Sam Comerford at the Guildford Office at s.comerford@unison.co.uk or 01483 406534



Application Form



Course details

Course date: **12—13 September 2016**

Course title: **Assertiveness Skills Training**

Course code (if known): **08-14-0077**

Closing date for the course: **Monday 15 Aug**

Your details

Male Female

Surname _____

First name _____

Membership no. _____

Branch _____

Service group (e.g Health, Local Gov) _____

Address for correspondence _____

Contact no. _____

Mobile _____

If you would prefer joining instructions to be sent by email, please provide your email address below:

Email _____

Facilities

Do you have special dietary needs? Yes / No

Do you have any access needs? Yes / No

Do you need assistance with child/dependent care to attend this course? Yes / No

If you have answered yes to any of the above please give details:

PLACES ON COURSES CANNOT BE GUARANTEED THEREFORE YOU ARE ADVISED NOT TO MAKE TRAVEL/HOTEL ARRANGEMENTS UNTIL A PLACE HAS BEEN CONFIRMED

Monitoring

To help us work towards fair representation, please answer the following questions:
Do you identify yourself as being:

White British
 Irish
 Any other White background

Mixed race White & Black Caribbean
 White & Asian
 Any other Mixed background

Asian or Asian British Indian
 Pakistani
 Any other Asian background

Black & Black British Caribbean
 African
 Any other Black background

Chinese or other ethnic group Chinese
 Any other ethnic background

Are you disabled? Yes / No

All applications must ask their Branch Secretary/ Branch Education Officer to complete this section. Any problems should be referred to the Regional Education Officer on **01483 406511**

Important note: please ensure membership numbers of all applicants are shown on all application forms to assist with administration.

This application is supported by the Branch

Signed _____ Date _____

Branch position _____

Return to:

Sam Comerford
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Walnut Tree Close, Guildford, Surrey GU1 4UL
fax to: 01483 570521
Email to: s.comerford@unison.co.uk