|  |  |
| --- | --- |
| Date: |  |
| Name: |  |
| Position: |  |
| Organisation: |  |
| Phone: |  |
| Email: |  |

**Type of training** **requested:** What would you like to achieve through this training?

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| --- |
|  |

**How much input to you wish to have in the development of the training content and any supporting material?**

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|  |
|  |

**What length of time do you have available for the training session?** For example, 4 hours

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|  |

**Who is the target audience?** What sort of roles do participants hold in the workplace?

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|  |

**Have the intended participants undertaken any previous training in this area?**

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**Our practice is to undertake a standard post training evaluation. Please indicate whether there are any additional questions you would like to ask.**

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**How many participants** **do you anticipate will attend this training?**

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| --- |
|  |

**Does your organisation have capacity to pay for this training?**

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| --- |
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**Does your organisation, or individual participants, have any specific learning or access needs?**

|  |
| --- |
|  |

**Preferred date/s and times for training:**

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| --- |
|  |

**Will you organise/provide:**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| Venue |  |  |
| Equipment (data projector, computer with speakers, whiteboard) |  |  |
| Catering |  |  |

**If you are able to provide a venue, what is the location?**

|  |
| --- |
|  |

**Other information, questions or comments:**

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| --- |
|  |

Please contact Family Violence Trainer [Ada Conroy](mailto:adac@whin.org.au) if you would like to discuss any of the above in more detail.

**Women’s Health In the North**

**e | info@whin.org.au | 03 9484 1666**