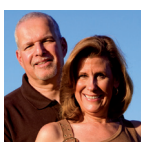


Workshops for carers – a guide for group facilitators



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CONTENTS

Introduction	4
Frequently asked questions	7
Workshop themes	11
Lasting the distance	12
Naming the changes	16
Having your say	20
Suggested day programs	24
Other workshops	25
New workshops	25
Staff training	26
Facilitator ebulletin	27



Introduction

This brochure will enable group leaders and interested organisations to select from a range of interactive workshops specifically designed to support carers in their caring role.

Our workshops are offered free to groups of carers and carer support groups across Victoria.

All workshops listed in our brochure are available as stand alone but they can also be combined for a full day delivery. Why not check out the suggested day programs? *Refer to page 24.*

Our workshops are designed

- to support family carers
- to provide information and knowledge
- to explore skills and strategies
- to promote discussion between carers
- to assist them in their caring role
- to produce better outcomes for people in their caring role

Our workshops have been divided into 3 themed areas. From each of these themed areas you can **pick** and **mix** - choosing either single or multiple sessions.

The 3 areas are:

LASTING THE DISTANCE

These sessions are designed to allow carers to reflect on their caring experience and to explore strategies to support their wellbeing. There are 7 workshops to choose from in this area. *Refer to pages 12 to 15.*

NAMING THE CHANGES

These sessions focus on the emotional aspects of the different stages of the caring journey including change, loss and living through difficult times. There are 6 workshops to choose from in this area. *Refer to pages 16 to 19.*

HAVING YOUR SAY

These sessions look at the many communication challenges that arise when caring. Workshops range from the basics of communication and assertiveness through to advanced skills for more complex situations. There are 4 workshops to choose from in this area. *Refer to pages 20 to 23.*

What can the carers expect to do in one of our workshops?

Our workshops are interactive therefore participants can expect to

- Be involved in discussions
- Share experiences with others
- Engage in activities
- Reflect on key issues
- Have some fun
- Learn skills and strategies

Our workshops cater for the diverse needs of carers and caring situations.

Contact our Education and Training administration team on **9396 9500** or email **education@carersvictoria.org.au**

We are also available for conference presentations and consultations on carer issues.

FAQ's - Frequently Asked Questions by Facilitators

Who can book a workshop?

Any interested carer support group or group of people in a caring role. For a facilitator booking on behalf of their group, we recommend the topic be chosen in consultation with the group members.

How do we book a workshop?

Contact us on 9396 9500 or email education@carersvictoria.org.au

Is there a fee to attend a workshop?

No. All our workshops are free for carers and former carers. However, we would welcome any donation that would assist us to continue our vital work.

How many participants in a workshop?

We will accept a minimum of 8 and a maximum of 20 participants. Therefore we require a minimum of 8 **confirmed** participants.

What happens if I have a confirmed list of less than 8 participants?

Then we reserve the right to cancel the workshop or defer the workshop to another time. Contact us to see what other alternatives or options are available.

Where are the workshops held?

We are a statewide service and travel to all parts of Victoria. As we respond to requests we will come to where your group meets. We may ask you to contribute to the cost of travel and accommodation.

How long are the workshops?

Most workshops are 2 hours unless stated otherwise in the brochure.

How much notice is required?

A minimum of 4 weeks notice is usually required. However, for workshop bookings during peak periods such as Carers Week (third week in October), please book well in advance.

Can the carer support group facilitator attend the workshop?

Yes. They are welcome to attend in order to support the carers in their group. However, notes may not be taken by staff during the progress of the workshop.

Can other workers from the organisation attend the workshop?

No. Carers Victoria provides training opportunities which address the needs of organisations, their staff and volunteers. For more information contact Service Provider Education team on 9396 9500 or via email education@carersvictoria.org.au

Can our organisation have a copy of the material provided?

No. As all workshops and materials are the copyright of Carers Victoria, all rights are reserved. No part of our workshops may be reproduced, stored in retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise without the prior written permission.

Can the person being cared for attend?

No. In most cases it is not advisable that the person being cared for attend the workshop. However, for exceptions please discuss with Carers Victoria staff.

Who facilitates the workshops delivered by Carers Victoria?

We have a team of professional educators who are highly skilled and qualified with many years of experience working with carers groups.

Do you provide respite?

No. We encourage carers to contact the Commonwealth Respite and Carelink Centre on 1800 200 422 to see if they are eligible.



Workshop Themes



LASTING THE DISTANCE

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LASTING THE DISTANCE

Description

These sessions are designed to allow you to reflect on your caring experience and to explore strategies to support your wellbeing. Wellbeing means how well you feel on a daily basis – calm, coping OK with life and caring. There are different paths to achieving wellbeing.



LASTING THE DISTANCE

About Us – what Carers Victoria offers (30 mins – 1 hr)

This session provides an overview of the programs and services offered by Carers Victoria as the state-wide peak body for carers. A selection of resources and information will be available to participants.

Caring for yourself

Do you take better care of the person you are caring for than yourself? If the answer is yes, you are invited to this workshop where we will explore why your health and wellbeing are important. We will also discuss and share strategies to help you care for yourself.

Surviving carer stress – understanding how stress affects you

Stress is part of everyday life and can build up over time. The stress of caring may affect you physically and emotionally. We will explore stress, what it means for you and suggest some options for managing it.



Humour and caring (1 hr)

It's easy to forget the lighter side of life when you are caring for someone. We will share how humour can be an effective tool in assisting you in your caring role and how it can help you maintain health and wellbeing.

Respite without tears

Respite can take a variety of forms. In this session we will discuss the emotional and practical considerations (including potential barriers) when deciding to use respite. We will look at the benefits of respite for both you and the person you care for. This may help you to feel better about taking a break.

Sleep matters

Do you have trouble getting to sleep, staying asleep or sleeping enough? Sleep is essential for reviving your body and mind. Learn some hints for better sleep and try some techniques to help you relax at night and deal with worry.

Wellbeing – write your cares away

This workshop explores how simply writing your thoughts and feelings can reduce stress and contribute to positive health and well being. We provide a relaxed atmosphere to experience the joy of writing and try some simple enjoyable writing activities that last for less than 5 minutes at a time. Spelling and grammar are unimportant.

NAMING THE CHANGES

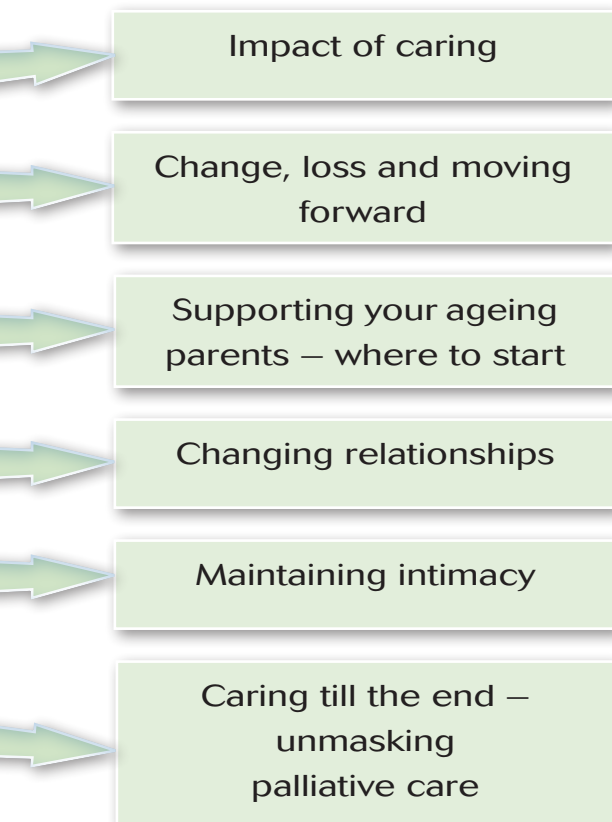
NAMING THE CHANGE

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Description

These sessions focus on the emotional aspects of different stages of the caring journey including change, loss and living through tough times.

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NAMING THE CHANGES

Impact of caring

Carers can be affected emotionally and physically in ways that are often unrecognised. This workshop explores the differing impacts associated with caring.

Change, loss and moving forward

Changes, wanted or unwanted, are an inevitable part of caring. This session provides a safe environment to explore these changes and impacts. It also considers what can be done to move forward.

Supporting your ageing parents – where to start?

When taking on the care of ageing parents, do you know what services are available and how to get assistance? We will discuss where to start, highlight what's out there and how to navigate the service system.



Changing relationships

Relationships continue to adapt to changing circumstances even when one person is no longer able to actively participate due to the result of illness, brain injury, personality change or cognitive decline. This workshop takes a common sense approach where we explore the changes and learn new strategies to help you adapt to a changed reality. *We recommend that this workshop is a prerequisite to the Maintaining intimacy workshop.*

Maintaining intimacy

Changes in intimacy are a normal part of any relationship. The impact of illness and caring can compound the changes and add unexpected aspects. This workshop explores these issues and considers practical strategies.

We recommend that participants do the Changing relationships workshop as a pre-requisite to the Maintaining Intimacy workshop.

Caring till the end – unmasking palliative care

This workshop takes a sensitive look at end of life and palliative care from the carers' perspective. Awareness about what to expect and things you might need to consider can help to reduce the anxiety when end of life approaches. Most carers will benefit from the opportunity to talk openly about what is often a closed subject.



HAVING YOUR SAY

HAVING YOUR SAY

HAVING YOUR SAY

Description

Caring presents many communication challenges. Is the message you send the same as the one the listener receives? Choose from workshops that range from the basics of communication and assertiveness through to advanced skills for more complex situations.



Effective communication
– back to the basics

It's OK to be assertive

Speak up and speak out

Dealing with professionals

HAVING YOUR SAY

Effective communication – back to the basics

We all communicate every day, but how well? We will focus on re-examining basic communication principles and identify practical tips and strategies to help make communication with a variety of people more effective.

It's OK to be assertive

How often have you found yourself saying “yes” to an outing you really didn't want to go on or helping a friend when you didn't have the time? Just because you did not like to refuse. The aim of this session is to share ways to increase your assertive communication skills to help you to state clearly your needs and wishes without feeling guilty.



Dealing with professionals

Why is it more difficult to talk to experts? This session will explore some of the reasons for these difficulties and provide some strategies that may assist.

Speak up and speak out

As a carer, one may not always get the help that is needed with your caring role. This workshop explores how you can take action to represent your concerns. You will learn some key methods for effective self-advocacy to suit your individual situation.

Suggested day programs

When thinking of combining a couple of workshops to provide a series or program, these are some successful combinations.

Example 1

Option 1

Impact of caring

Caring for yourself

Option 2

Surviving carer stress

Sleep matters

Option 3

Humour and caring

Wellbeing – write your cares away

Example 2

Option 1

Effective Communication

It's OK to be assertive

Option 2

It's OK to be assertive

Dealing with professionals

Option 3

It's OK to be assertive

Speak up & speak out

Other workshops

Other workshops available on request are:

- Facilitator training

New workshops

Coming soon, due out in 2012.

- Carers get angry too!
- Sing your cares away
- Relax and unwind – improve your wellbeing
- It's OK to say no

We welcome any suggestions for new topics and any approaches for collaborations on new workshops.

Staff Training

We also specialise in providing quality training to enable professionals to work more effectively with the families of carers.

To find out more about these professional development opportunities contact us on education@carersvictoria.org.au



Facilitator ebulletin

Do you know about our regular ebulletin for facilitators?

If you are interested in receiving this quarterly update then register your interest via email at education@carersvictoria.org.au

Contact us

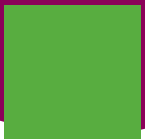
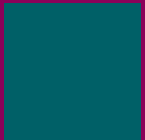
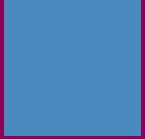
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