

Member and Director Qualifications and short courses

Intermediate Certificate in Co-operation and Mutuality (6 Core modules and Optional modules)

Core Modules	Optional Modules
Values and Principles	The Challenges to Co-operatives and Mutuals
Developing Active Members	International Co-operation and Mutuality
Understanding Financial Accounts	Introduction to the Role of Co-operative
Working Together Effectively	The Environmental Challenge for Co-operatives
Ethical Co-operative, Mutual and Social Enterprise	Climate Change
Effective Co-operative Governance	Directors Legal Responsibilities
	Presentation Skills
	Building Better Links in the Community
	Improving Personal Performance
	Functions, Roles and Responsibilities
	Evaluating Organisational Performance
	Understanding Management Accounts
	Chairing Skills (1)
	Introduction to Computers



Please note that any of the above Modules can be delivered as an in house short courses.

For further information please contact Angela Colebrook, Customer Relationship Manager on 0161 246 2951 or email angela@co-op.ac.uk

Advanced Diploma in Co-operation and Mutual Directorship

(6 Core Modules and 3 Optional Modules)

Core Modules	Optional Modules
Values and Principles	The Environmental Challenge for Co-operatives
Developing Active Members	Climate Change
Financial Decision Making (2 Days)	European Co-operatives and Mutuals
Creating Effective Boards	Legal Functions, Roles and Responsibilities
Evaluating the Co-operative, Mutual and Social Enterprise Advantage	Enabling Effective Participation
Effective Governance (2 days)	Social Responsibilities in Co-operatives
	Successful Co-operation, Mutual and social Enterprise
	Strategy and the Wider Social Agenda
	Developing a Strategic Approach
	Presentation Skills (2)
	Chairing Skills (2)
	Improving own performance
	Understanding Food Retailing
	Understanding the Travel Business
	Understanding the Funeral Business

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