



HARBOROUGH WELLAND u3a

Groups Facilitator – A trustee and a Member of the Committee

Role - summary of key responsibilities

- To fully support and advise group leaders including training via workshops and group or individual sessions as appropriate
- To ensure that all group leaders are aware of HWu3a policies and objectives via the Group Leaders Handbook
- To ensure that the Group Leaders Handbook is regularly reviewed and updated
- To ensure good communication between group leaders, group members, the committee and HWu3a as a whole
- To support the New Groups Facilitator in promoting and encouraging the creation of new interest groups and in arranging promotion of these on all media /meeting outlets

To safeguard the good name and values of HWu3a and the u3a movement