Welcome Notes for Training Workshops

Welcome to Radio Heatherwood's Training Advice Workshops.

We hope you find the sessions useful. The aim of these workshops will be to provide you with the technical skills on all studio equipment enabling you to take an active part in the development of Radio Heatherwood

The sessions will be informal with total hands on to complete the tasks. Some exercises will be issued and progress will be checked by your advisor's

The sessions will be planned to take place every Monday evening between 7pm and 9pm with a prompt finish at 9pm. If you are unable to attend a session please let the training advisor know as soon as possible. The training advisor is providing his time to facilitate your training,

Please be aware, your fellow members have agreed for their personal details to be shared, however in doing so We should all not abuse the fact by giving any such details to third parties. i.e. circulating their email addresses to companies etc or giving out tel no's to caller's. If you wish to pass on personal information `you should always ask the originator.

There are other guidelines on station policy contained in the operations manual held at the studio. Please in the course of your training familiarize yourself with these policies.

The following details will assist you should you need to contact your colleagues for absence etc. In the first instance you should always contact your Team Leader.

PJ Davidson-Smith Training Advisor	Roger Hawkes Training Advisor
Home No	Home No
Work No	Work No
Mobile	Mobile
Email	Email
Peter Stephens **Trainee**	
Home No	Home No
Work No	Work No
Mobile	Mobile
Email	Email
Sarah Irving **Trainee**	
Home No	Home No
Work No	Work No
Mobile	Mobile
Email	Email

Dave Smith	*Station Manager*	**Studio No**	01344 625818
Home			01344 623333 Extn 7606
Station Secretary Peter J Davidson-Smith		**Web addresses**	
Email			

Secretary Radio Heatherwood