

# Continuing Professional Development Policy

## Aims

Youth@Heart (The Charity) believes that all staff and volunteers should be involved in a continuing process of self-improvement. The Charity is committed to fostering a positive ethos of continuous learning. Continuing Professional Development (CPD) is the means by which The Charity is able to motivate and develop its staff and volunteer community maintaining and extending professional knowledge and competence. Development will take place at a number of levels: individual, team and through wider networks ie charity partners and partner agencies. CPD supports and reflects the ethos, values and aims of the charity.

## Objectives

The Charity will have effective measures in place to audit the professional and personal needs of its staff and volunteers. The focus of CPD will be on improving standards and the quality of provision and practice. The Charity will ensure that mechanisms are in place to disseminate good and better practice in CPD that supports and improves the team. CPD planning will be integrated with the charity's Business Plan and based on priorities identified through the evaluation process.

## Implementation/context

Identify- CPD will be identified through an annual skills audit of staff and volunteers and on individual need's basis through performance management.

**The Continuing Professional Development Policy** and the procedures detailed above were agreed and ratified at a meeting of the Board of Trustees on:

Name:.....

Signed:.....

Date:.....

<b>Review Date</b>	<b>April 2020</b>
<b>Reviewed By</b>	<b>Trustees</b>