



Staff Training Policy

At Karibu we expect all our staff to attend relevant training, which will allow them to fulfill their role more effectively.

As a small charity, we empower staff and volunteers to look for the most cost effective training suitable for them.

Each member of staff and volunteer are required to fill in the following table

Date	
Employee/volunteers name	
Current job title	
Goals	
Training Required	
Estimated costs	
Completion Dates	
Notes	
In house training offered	