

**St Helens Neighbourhood House:**  
**Train the Trainer Community Kitchens (CK) Group Leader model**

**What is a Community Kitchens Group Leader?**

Community Kitchens (CK's) are generally facilitated by one or more Group Leaders. Group Leaders can be new or existing participants of a CK, staff from a host organisation and/or volunteers. Their main role is to guide the group in planning, preparing and cooking their meals, and to help ensure that CK sessions run smoothly.

For a full position description of a Group Leader please click the link below:

<http://communitykitchens.org.au/wp-content/uploads/2017/11/IMPACT-POSITION-DESCRIPTION-FINAL.pdf>

**Steps in the Train the Trainer Group Leader model:**

1. When forming a new CK group, find 4 people who are willing to learn some new skills and take on a Group Leader Role.

**Note:**

- *If your group is already established, consider training existing participants.*

2. Before your first CK session, hold a Group Leader Training session, to educate the newly assigned Group Leaders about the role (including facilitation, food handling and safety, budgeting and group guidelines etc.).

**Note:**

- *click this link for the Group Leader Training PowerPoint presentation - <http://communitykitchens.org.au/training-resources/>*

- 3- Once Group Leaders have completed training, the idea is that they will then take it in turns to facilitate the Community Kitchen sessions.

**Note:**

- *If a Group Leader leaves the group, it is the responsibility of remaining Group Leaders to train up an additional participant to take over the role.*

**Benefits of the Train the Trainer Model**

- Consistently having 4 Group Leaders trained helps to ensure that if a Leader leaves the Community Kitchen, the group will not 'fall over' or cease running.
- The roles and responsibilities are spread across multiple members of the group, therefore there is less pressure and the group isn't reliant on only 1 or 2 people.
- It enables all participants the opportunity to step up into a Group Leader role and learn some new skills.
- It is flexible in that if a Group Leader is absent for a session, there will always be someone to step up and take over.