

Freelance Trainer

Connected Lives: In-Person Dementia and Social Connection Training

Contract Period: July 2026 – March 2027

About Befriending Networks

Befriending Networks is a national charity and the network for befriending services in Scotland. We support, promote and connect organisations delivering befriending and other relationship-based social connection services. With over 30 years' experience, we provide training, resources, quality assurance and national leadership to strengthen practice and reduce loneliness across communities.

Our vision is a society where quality befriending support is available to everyone who needs it, and where meaningful social connection is recognised as essential to wellbeing.

About the Project

Connected Lives: Dementia-Aware Volunteering is a Scotland-wide programme led by Befriending Networks to strengthen social connections and dementia-inclusive volunteering in communities. Research shows that long-term loneliness increases the risk of dementia, while meaningful relationships and volunteering can improve wellbeing and help people live well.

Building on over 30 years of experience, Befriending Networks has developed this project in response to organisations and volunteers who want greater confidence in supporting people living with dementia and their carers. Funded by the Scottish Government Dementia Resilient Communities, the 12-month programme will provide free dementia and social connection training, resources and support to volunteer-involving organisations across Scotland.

Connected Lives includes an accredited Good Practice course delivered online and in person, practical training resources that can be used locally, and an accessible e-learning course for volunteers and carers. Together, these elements will help organisations deliver dementia-inclusive events, activities and services, whilst supporting volunteers to build safe, meaningful and respectful relationships, ensuring more people affected by dementia stay connected to their communities.



Purpose of this Tender

Befriending Networks is seeking to appoint a freelance trainer to deliver 20 in-person training sessions across Scotland between July 2026 and March 2027.

The appointed trainer will deliver twenty events, each consisting of a 6-hour, face-to-face course for staff and volunteers from volunteer-involving organisations, using course content, materials, and facilitation guidance provided by Befriending Networks.

Scope of Work

Training delivery

The successful trainer will:

- Prepare for facilitation, ensuring the event space and resources are prepared for attendee participation.
- Deliver 20 in-person training sessions at community venues across Scotland.
- Deliver a 6-hour course per session, inclusive of breaks.
- Facilitate training for up to 20 learners per session.
- Deliver training between July 2026 and March 2027, according to an agreed schedule.

Training venues will be arranged by Befriending Networks in collaboration with local hosts.

Training content

The trainer will deliver the Good Practice in Dementia and Social Connection course, which includes modules on:

- Understanding dementia in the context of social connection.
- Developing and delivering inclusive and supporting events, activities and services.
- Volunteer involvement: building and sustaining relationships with people living with dementia.
- Signposting and next steps, including supporting carers and families.

The course uses participatory methods and practical activities which learners are encouraged to replicate in their own organisations. Learners will be provided with resources for further independent learning.



All course materials, trainer guidance and evaluation tools will be provided. Trainers are not expected to design or rewrite content.

Preparation and follow-up

For the overall programme delivery, the trainer is expected to familiarise themselves with the course content, supporting materials, and Befriending Networks' products and services to ensure confident, professional delivery.

For each delivery session, the trainer is expected to:

- Plan personal logistics for travel (and accommodation where required).
- Familiarise oneself with the profile of learners attending the session.
- Create a safe, welcoming and inclusive learning environment.
- Deliver the training as prescribed and within the event timing.
- Meet the accessibility needs of individual learners (where identified) i.e. work with BSL interpreters.
- Liaise with Befriending Networks staff as required.
- Complete standard post-session administration (e.g. basic reporting, attendance confirmation, evaluation).

Support Provided

Befriending Networks will provide:

- Full facilitator notes and course materials with a Train the Trainer session.
- Central coordination of venues, catering, bookings and delegate management.
- Risk assessments and support to support rescheduling of dates in circumstances where the training date must be postponed for safety reasons (i.e. adverse weather).
- Evaluation and feedback tools.
- Ongoing support from the Learning and Development Manager.
- An induction session and regular check-ins to support delivery quality and consistency.

Trainer Requirements

Essential criteria

- Proven experience delivering impactful training within the third sector.
- Experience training staff and/or volunteers.
- Strong facilitation skills using participatory and inclusive approaches.
- Confidence delivering training to mixed-experience groups.
- Understanding of dementia, social connection and/or relationship-based support.
- Ability to deliver content clearly, sensitively and accessibly.
- Self-employed status.
- Access to own vehicle and laptop.
- Appropriate insurances (e.g. public liability and business vehicle insurance).
- Availability to deliver 20 in-person sessions between July 2026 and March 2027 across 20 local authority areas. Events will be clustered to minimise travel, and training will be delivered on Tuesdays, Wednesdays, and Thursdays. Dates will be set by Befriending Networks in collaboration with local hosts and venues (further details of provisional locations are contained in the Appendix).

Desirable criteria

The following are desirable but not essential:

- Experience delivering dementia-related training.
- Experience working with befriending or volunteer-involving organisations.
- Experience delivering training across multiple locations.
- Lived experience of dementia or caring roles.
- Lived experience of being a volunteer.



Equality, Inclusion and Values

Befriending Networks is committed to [equity, equality, diversity and inclusion](#). We welcome expressions of interest from trainers of all backgrounds and expect successful applicants to:

- Deliver training in a way that respects dignity and lived experience.
- Use inclusive language and accessible training methods.
- Align with Befriending Networks' values of support, collaboration and leadership.
- Align with our Equity, Equality, Diversity and Inclusion policy.

Application Process

Applicants are asked to submit:

1. A short CV outlining relevant experience.
2. A supporting statement (maximum 2 pages) demonstrating how you meet the essential and desirable criteria.
3. Proposed fee and budget for the delivery of the required services of this project.
4. Confirmation of availability within the delivery period.

Proof of self-employment and insurance will be requested, if appointed, and a contract for services will be issued. References will be sought.

Applications from partnerships or consortiums will be considered.

Applications should be made to Susan Hunter, Chief Executive Officer by 18 May 2026 via email susan@befriending.co.uk

Informal enquiries are welcomed and encouraged.



Evaluation and Appointment

Tenders will be assessed against:

- Evidence of meeting essential criteria.
- Strength of relevant experience.
- Ability to deliver high-quality, inclusive training.
- Value for money.

Value of Tender:

The maximum available budget for the delivery of this work is £12,000 inclusive of VAT.

Please note that an additional budget is available for mileage, rail fares, and overnight accommodation where it would be required.

About

Connected Lives is funded by the Scottish Government's Dementia Resilient Communities Fund and supports the delivery of the [Dementia in Scotland: Everyone's Story](#).



Appendix – Provisional List of 20 Training Locations

Cluster 1 – The North (3)

Elgin

Inverness

Kirkwall

Cluster 2 – East (3)

Kirkcaldy

Dundee

Perth

Cluster 3 – Central Scotland (3)

Stirling

Livingston

Falkirk

Cluster 4 – Lothians and Borders (3)

Edinburgh

Dalkeith

Galashiels

Cluster 5 – Ayrshire and the South (3)

Ayr

Kilmarnock

Dumfries

Cluster 6 – The West (5)

Dumbarton

Paisley

Hamilton

Glasgow

Oban