



inform • improve • educate

Strategic Leadership & Learning

Eligibility Criteria and Workshop Schedule

Eligibility Criteria

- SMEs operating within Derbyshire or Nottinghamshire
- SMEs from 1 to 250 Employees only. This will also apply to Sole Traders
- Businesses within 11 identified priority sectors. (Construction)
- Employees aged 19+
- Maximum 2 individuals from a business per workshop

Workshop Schedule

Workshop 1 – Recruitment & Selection / Coaching Skills

Recruitment & Selection

- What is an effective job description
- Insight into where and how to advertise a job
- Understanding of how to select people for the interview
- How to make a formal job offer
- Explain how to structure the induction and probationary period

Coaching Skills

- What is coaching?
- Learning the basics, can anyone do it?
- How it can help growth and sustain growth and change the dynamics of your organisation
- Recognise different behaviours and dynamics within your team
- Learn how to engage your team
- Learn what type of managers or leaders you have

Dates:-

Thursday 19 th April	Workshop 1	AM – 8.30am – 11.30pm
	Workshop 2	PM – 1.15pm – 4.15pm

Friday 20 th April	Workshop 3	AM – 8.30am – 11.30am
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Venue:-
Edwinstowe House
Centre for Business Excellence
Edwinstowe
Nottinghamshire
NG21 9PR

Total Number of places: 33 per workshop

Workshop 2 – Generating Profitable Business Growth

Generating Profitable Business Growth

- Developing the belief that everyone can influence profits.
- Presenting a compelling argument for your business.
- How to increase the profitability of your largest customers.
- Selling based on the value of your product/service, rather than price.
- Developing a consistent flow of profitable new business.
- Improving prices and margins on an ongoing basis.
- Negotiating better deals with suppliers and customers.
- Ensuring that we charge for everything.
- Improving customer retention levels and lock-in.
- Managing costly discount schemes.

Dates:-

Tuesday 15 th May	Workshop 1	AM – 8.15am – 12.15pm
	Workshop 2	PM – 1.00pm – 5.00pm

Wednesday 16 th May	Workshop 3	AM – 8.15am – 12.15pm
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Venue:-
Edwinstowe House
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NG21 9PR

Total Number of places: 20 per workshop

Workshop 3 – Project Management / Effective Use of Resources

Project Management

- To understand how to plan projects more effectively
- The Gantt Chart - three reasons why you need one for every project, and how to construct one
- Why it's necessary to produce a network diagram before constructing a Gantt chart
- Understanding why monitoring is important – keeping an eye on the progress and the costs

Effective use of Resources

- Learn how to be more organised, using lists and diaries,
- How to reduce time on unimportant tasks
- Learn how to get better performance from your team by motivating them to work harder, smarter, and more creatively
- Learn how to be a more effective negotiator so that win-win can be found

Dates:-

Tuesday 19 th June	Workshop 1 Workshop 2	AM – 8.15am – 12.15pm PM – 1.00pm – 5.00pm
Wednesday 20 th June	Workshop 3	AM – 8.15am – 12.15pm

Venue:-

Edwinstowe House
Centre for Business Excellence
Edwinstowe
Nottinghamshire
NG21 9PR

Total Number of places: 33 per workshop

Robert Woodhead Limited, Part of the Woodhead Group is an award winning construction contractor with offices in Nottinghamshire, Lincolnshire and opening soon, Derbyshire. Following on from the initial multi award winning Good to Gold Leadership and Management Programme, which benefitted over 85 business by providing 476 training places we are rolling out a second programme.

