

SDS Small Group Workshops "Every Voice Heard"

One-day practical course in a small group with lots of opportunities to discuss YOUR experiences and problems in this area, to get direct advice from a tutor and meet colleagues working in this area



From Manager to Leader: Effective Leadership Skills

A one day course which will enable you to develop your leadership capability and competently improve your approach to leadership



Everyone can learn to lead more effectively

Leaders do not have to be born they can be made. Many people think that leadership is part of your character, but leadership is a competency like any other and **everyone can improve their ability to lead**. On this course delegates will learn what it is effective leaders actually do and develop plans for doing something similar in their own organisations

Be empowered by decision models to help you chose the best approach to leadership in a range of situations

Effective leaders do not just have one style of leadership they change their style to match the situation. These models will help you to think effectively about your choices when it comes to **matching your leadership style to the requirements of the situation and the people you are managing**.

Learn how the same leadership strategies can help you meet the needs of both your organisation and your staff

Understand what really motivates staff and **how to increase staff motivation through your own actions**. Discover how implementing straight forward ideas from research on happiness and positive psychology can result in increased staff wellbeing as well as improved performance by staff.

Lead in Line with Your Values

Effective leaders are true to themselves and to their values. Delegates will explore how being authentic and encouraging staff to be the same will increase cohesion and team effectiveness.

"I have gained a great deal of leadership strategies and skills" G.H., Manager
"Well presented and able to take back and implement ideas" P.L., Senior Nurse
"Very well done. Especially the exercises – demonstrated the issues well." A.H., SW

**NB! This course is available as in-house training.
For details call 0870 241 7294.**

New Course

- ✓ **Course Leader: Tinu Cornish, PGD, Occupational Psychologist**
- ✓ **Choice of dates and venues**
- ✓ **Quality workshop materials**
- ✓ **Suitable for CPD and PREP**
- ✓ **Certificate of Attendance**
- ✓ **Lots of opportunities for raising questions and discussion with tutor and colleagues**
- ✓ **Post-workshop case support and consultancy available**

Book NOW!
Price only
£105 +vat



Dates & Venues

05 March	2009	Manchester
14 May	2009	Birmingham
18 June	2009	London

Skills
Development
Service Ltd



www.skillsdevelopment.co.uk

Course tutor: Tinu Cornish, *PGD, Occupational Psychologist*

An Occupational & Organisational Psychologist with over twenty years experience in the fields of leadership, team development, and diversity, Tinu's mission is to help people reach their potential in happy, positive and productive workplaces. She has a passion for developing managers to achieve this. Tinu is a very engaging facilitator who believes that delegates learn best by doing as well as thinking. Her courses are highly participative as well as based on sound psychological theory.



Booking Conditions

Booking constitutes a contract.

Course fee

- UK: £105 + VAT (£123.38) per delegate to include refreshments and course materials.
- **Block bookings:** Groups of 4 or more save £5 per person - IF all applications are made in a single envelope with a single authorisation letter or payment.

How to book

DETACH the booking form below (photocopies acceptable) and either:

- Send with a cheque for £123.38 made payable to The Skills Development Service Ltd to: SDS Ltd, P.O. Box 254, UCKFIELD, TN22 9BN
- Send OR Fax: 0870 199 1838 with LETTER OF AUTHORISATION or purchase order from employer showing name & address to send invoice to.
- Telephone: 0870 241 7294 giving credit card details.
- Web: www.skillsdevelopment.co.uk giving credit card details.
- No provisional bookings taken.

Cancellations

- Cancellation in writing up to 14 days prior to the course leads to a refund minus a £15+VAT admin fee (or a full credit note for a future course – optional).
- Cancellation in writing up to 7 days prior to the course leads to a credit for a future course minus a £15+VAT admin fee.
- Cancellations less than 7 days before the event or failure to attend on the day will leave the individual who is invoiced fully liable for payment. No refund will be made in such instances either. We recommend insurance is taken out to cover such eventualities.
- SDS reserves the right to substitute trainers and/or move venues or postpone and reschedule courses in exceptional circumstances. If you are unable to attend the rescheduled event you will be given a full credit for a future seminar.

To change delegates or locations: Delegates may be substituted at any stage prior to the course as long as SDS Ltd are notified beforehand. We will also change locations if the newly preferred venue is not already full.

Visit our website for further information on this and other courses, to download the application forms for this or other courses, to book your place or to check availability - *It's updated daily!*

----- Booking Form -----

From Manager to Leader: Effective Leadership Skills

COURSE DATE _____ COURSE LOCATION _____

DELEGATE NAME _____

JOB TITLE _____

ADDRESS _____

_____ POST CODE _____

TEL No: _____ FAX No: _____

E-MAIL: _____

The Skills Development Service Ltd, P.O. Box 254, UCKFIELD, TN22 9BN

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