

Open Workshops to
Inspire You to Greater Action

Next Level TRAINING UK

Leadership Development Workshops

We Will Take You Further

Next Level
TRAINING UK



Why Choose us?

We love people and their development
Effective & affordable training that inspires action
Experienced & qualified trainers, coaches and facilitators
Delivered to your specific needs

Leadership Workshops

Stepping Up To Management
The Skilled Supervisor
Performance Management
Coaching & Mentoring Skills
Managing Change
Conflict Management
Problem Solving & Decision Making
Emotional Intelligence at Work
Creating a High Performing Team
Finance for Non Financial Managers
Effective Organisation Team Briefing
Time Management for Busy Managers
Strategic Leadership
Managing a Team of Managers
Develop Your Staff
Business Risk Management

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Stepping Up To Management

Duration

One Day

Workshop Overview

Stepping up to Management can be a daunting task for many that are called to do so. This course covers the fundamentals of managing people in an engaging and informative way.

Who is it for?

New leaders, supervisors and team leaders

Aspiring supervisors, team leaders and anyone wanting to increase their skills in leading people

Workshop Objectives

By the end of this course, participants will:

Understand their personal barriers to stepping into a leadership role

Know their role and the actions of an effective leader

Know the key drivers for motivating their team and individuals

Know and use the two key skills: Delegation and feedback

Have an action plan to use the very next day at work

Workshop Content

The Personal Barriers of Stepping up

The role of an effective leader/ manager

What Do People Need to Know & Why?

The 2 Types of Managing

How to Motivate your Team

The Art of Delegating Effectively

Giving & Receiving Feedback

Reflective Learning & Action Planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

The Skilled Supervisor

Duration

One Day

Workshop Overview

The Skilled Supervisor course takes participants on a journey through the issues in leading a team and the crucial role they play in the success of their organisation. By the end of our time together, participants will be energised and inspired to lead the challenges that they face armed with a clear action plan.

Who is it for?

New leaders, supervisors and team leaders

Aspiring supervisors, team leaders and anyone wanting to increase their skills in leading people

Workshop Objectives

By the end of this course, participants will:

Understand the crucial role of a supervisor

Know and understand the key skills of an effective supervisor

Be able to demonstrate and use their new delegation & coaching skills

Have an action plan to use the very next day at work

Workshop Content

The role of an effective supervisor or team leader

5 Ways of leading

The Skills of an outstanding Supervisor

--Listening

--Feedback

--Social Skills

Effective Delegation techniques

Introduction to Coaching

Reflective learning & action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Performance Management

Duration
One Day

Workshop Overview

Performance management is at the heart of every manager's role. Many hard working managers overlook the power of a robust performance management process. When done well, will unlock the potential of every member of the team.

Who is it for?

Leaders, managers, supervisors, team leaders and anyone wanting to learn how to unlock the potential of their team and individuals

Workshop Objectives

By the end of this course, participants will:

Understand the key management skills of performance, goal setting & Know

Understand how to run an effective appraisal meeting that motivates

Know how to deal with performance dips in a resourceful and motivational way

Have an action plan to use the very next day at work

Workshop Content

The benefits and barriers of managing performance effectively

The Performance Review Cycle

Setting Goals & Standards

The Performance Appraisal Meeting

Dealing with dips in performance

Reflective learning & action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Coaching & Mentoring Skills

Duration
One Day

Workshop Overview

This Coaching and Mentoring skills course is a very practical day of immersive learning that takes participants on a journey of exploration of the 5 key skills of Coaching and Mentoring. Unlocking the potential of your team using these key skills.

Who is it for?

Leaders, managers, supervisors, team leaders and anyone wanting to learn how to unlock the potential of their team and individuals

Workshop Objectives

By the end of this course, participants will:
Understand the barriers to coaching and when not to coach
Know and use the key skills of coaching & mentoring
Be more confident when coaching
Have an action plan to use the very next day at work

Workshop Content

What is coaching Vs Mentoring? What is the difference?
The right time to coach, the right time to mentor
The Coaching/ Mentoring Spectrum
The 5 key Skills
--Listening
--Questioning
--Observing
--Feedback
--Assertiveness
Reflective learning and action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Managing Change

Duration
One Day

Workshop Overview

Change management is critical in the past paced world that organisations cope with today. Learning how to manage change at a leadership level is more important than ever, with digitisation, information and the steady march of automation and robotics.

Who is it for?

Leaders, managers, supervisors, team leaders and anyone wanting to learn effective strategies to manage change in their company or organisation

Workshop Objectives

By the end of this course, participants will:

Understand your personal Change Strengths

Know and understand different models of change to use when appropriate

Take away tools and techniques to implement change effectively

Understand the psychological effects of change

Have an action plan to use the very next day at work

Workshop Content

Your personal Change Management Strengths Finder

Defining organisational change

Change management models

Setting goals and objectives

Psychology of change

Change analysis tools

Key project management concepts

Stakeholder management

Reflective learning and action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Conflict Management

Duration
One Day

Workshop Overview

Conflict can occur at any time within a team and it is one of the most challenging areas a manager or leader has to cope with. Conflict destroys teamwork, productivity and morale.

Who is it for?

All managers and leaders at every level
Anyone who wants to expand their knowledge of conflict

Workshop Objectives

By the end of this course, participants will:
Understand conflict is good and bad
Understand the key behaviours in a conflict and tactics to manage them
Know and use assertive behaviour effectively
Be able to deal with difficult people in all areas
Have an action plan to use the very next day at work

Workshop Content

Defining Conflict, good conflict & bad conflict
Recognisable behaviours in a conflict
Your conflict questionnaire
Assertiveness framework
The 4 most difficult people
Dealing with anger
Conflict resolution techniques
Reflective learning and action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Problem Solving & Decision Making

Duration
One Day

Workshop Overview

This highly interactive training course will look into the tried and trusted management processes, procedures and methodology used by many companies to build productive and cohesive units whilst establishing strong working relationships. It will explore: behaviour; communication; leadership styles; problem identification to solution generation; evaluating creative techniques; how to challenge more 'outcomes thinking'.

Who is it for?

Leaders who seek to challenge the culture of their organisation and ignite innovation. Team leaders interested in further developing their management skills and building collaborative practice

Workshop Objectives

By the end of this course, participants will:

Understand the 2 different types of problem approach

Understand the power of collaboration in solving problems

Know and use techniques to solve the most difficult problems

Have an action plan to use the very next day at work

Workshop Content

The benefits of Problem solving

Convergent Vs Divergent thinking

The 5 Whys

Appreciative Enquiry Method

The Disney Creative Technique

The 5 Steps to an effective decision

Reflective learning and action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Emotional Intelligence at Work

Duration
One Day

Workshop Overview

This Emotional Intelligence course takes participants on a journey through the mind to uncover behaviour and the component parts of our instinctive and reactive responses to situations. Participants will discover their EI profile and take away increased awareness, empathy and social skills.

Who is it for?

Leaders and managers and anyone who wants to learn about themselves, their behaviour and why we behave in seemingly unhelpful ways
Anyone who is interested in how the mind works

Workshop Objectives

By the end of this course, participants will:
Understand the many benefits of increased Emotional Intelligence
Know and understand their personal EI profile strengths
Understand the power of the mind, beliefs and behaviour
Know how their self-talk leads to their future
Have an action plan to use the very next day at work

Workshop Content

Emotional Intelligence (EI) defined
Multiple Intelligence Theory
Your EI Test
The 5 Competencies of EI
The divisions of the Mind
The Amygdala
Self-limiting beliefs
The self-talk cycle

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Reflective learning and action planning

Creating a High Performing Team

Duration
One Day

Workshop Overview

Creating a high performing team is an interactive course that explores the issues of team building, motivation and dealing with conflict. Using your own team as a working example throughout the day, participants will emerge with clear actions that they can take the very next day at work.

Who is it for?

Managers and leaders of any level
Aspiring supervisors, team leaders and anyone wanting to learn the essence of leading people

Workshop Objectives

By the end of this course, participants will:
Understand the crucial qualities of a high performing team and roles
Know and understand how team performance matures
Know what motivates their team
Be able to deal with team conflict effectively
Have an action plan to use the very next day at work

Workshop Content

The characteristics of a team
Team Roles
Team maturity & plotting your team
The building blocks of a high performing team
The art of motivation
Dealing with Team conflict
The high performing team exercise
Reflective learning and action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Finance for Non Financial Managers

Duration
One Day

Workshop Overview

Finance for non-financial managers de-mystifies financial jargon and covers the crucial information that managers need in today's fast paced world.

Participants are taken through Profit & Loss, Balance Sheets and cash flow forecasting.

Who is it for?

All managers and leaders whatever your status

Those thinking of starting a business and anyone interested in developing understanding of how business works.

Workshop Objectives

By the end of this course, participants will:

Know & understand how business works

Understand the crucial documents:

Balance sheet, Profit & Loss, Cash Flow Forecasting

Be able to analyse the financial performance of a business

Have an action plan to use the very next day at work

Workshop Content

Understanding The Balance Sheet

What do we mean by making a profit?

The Profit & Loss Account

The P&L Exercise

Cash Flow Forecasting

Reflective learning and action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Effective Organisation Team Briefing

Duration
One Day

Workshop Overview

Effective Organisation Team Briefing is a discovery of how to increase engagement, understanding and teamwork in any organisation. This is a systematic approach that involves everyone at every level to enhance and increase communication.

Who is it for?

Managers and leaders at all levels
HR professionals

Workshop Objectives

By the end of this course, participants will:
Understand how communication impacts the performance of an organisation
Know & understand a robust team briefing system
Practice and know the issues when implementing a team briefing system
Have an action plan to use the very next day at work

Workshop Content

The Contemporary team brief
Avoiding the pitfalls
Team briefing imperatives
Influencing the core brief and announcements.
Developing local briefing information
The geography problem; briefing a scattered workforce
Measuring & monitoring the effectiveness
Critical success factors
Co-ordinating and maintaining the process
Reflective learning & action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Time Management for Busy Managers

Duration
One Day

Workshop Overview

Time Management for Busy Managers drives at the very heart of managing time and takes participants through time-tested tips to manage their time more effectively and get more achievement in their busy days.

Who is it for?

Managers and leaders who are feeling overwhelmed with work and those who want to achieve even more at work.

Workshop Objectives

By the end of this course, participants will:

Understand what steals your time

Know the top tips to save time and be more productive at work

Be more motivated to be more productive

Have techniques to deal with interruptions at work

Have an action plan to use the very next day at work

Workshop Content

The bandits that steal our time

Our Time Management “Top tips”

Start with the end in mind

Setting motivational goals

The 2 crucial dimensions of time management

Dealing with interruptions

The one time management skill you are doing wrong!

Reflective learning & action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Strategic Leadership

Duration
One Day

Workshop Overview

This programme is about exploring and mastering skills that will comfortably take delegates to the next level of competence. It begins with practical insights into leadership and behavioural styles and then quickly moves into core competencies needed in managing organisation, people and change.

***All participants will complete a needs analysis** prior to the workshop to enable us to deliver material that is appropriate for all. Therefore, the content for this course is only indicative of the delivered material.

Who is it for?

Directors, Managers, team Leaders who have some experience at the manager level and are ready to take more management responsibilities

Workshop Objectives

By the end of this course, participants will:

A strategic plan to transform their organisation or business based on time-tested models for success

Workshop Content

Introduction to key strategic leadership concepts
The problem with problems: A different way
Appreciative Enquiry
The Competency Concept
Business Excellence
Emotional Intelligence
Creating a Coaching Culture
Reflective Learning & Action Planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Develop Your Staff

Duration
One Day

Workshop Overview

Developing Your Staff takes participants through the issues of personal and team development so that we uncover the best ways to unlock the potential of everyone in your team.

Who is it for?

Experienced and inexperienced managers
Those wanting to expand their knowledge and understanding of people development

Workshop Objectives

By the end of this course, participants will:
Understand your leadership style
Know and understand the key issues when developing someone
Be able to demonstrate and use their new development & coaching skills
Have an action plan to use the very next day at work

Workshop Content

The role of an effective manager/ leader
Your leadership style
The manager as coach
Effective questions
The GROW Model
The nine-box development grid
What motivates your staff
The 4 learning styles
Personal Development Plans
Developing your team
Reflective learning & action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work

Business Risk Management

Duration
One Day

Workshop Overview

Business Risk Management takes an introduction to the issues that all businesses face. Managing risk starts with assessment and then treating identified risks appropriately. At the end of this course, participants will take away a clear plan to implement as soon as they need to at work.

Who is it for?

Board level executives, those tasked with business continuity and risk.
Senior managers who want to expand their knowledge in risk management

Workshop Objectives

By the end of this course, participants will:

Understand what a risk is, models for identifying and dealing with risks

Be able to measure and treat all risks to their business/ organisation

Be able to plan for business continuity in the event of a disaster

Have an action plan to use the very next day at work

Workshop Content

What is a risk?

Risk Models

Identifying risk in your organisation

Measuring risk

Treating Risk

Disaster planning: Business Continuity Planning

Reflective learning & action planning

All Workshops are facilitated by an experienced subject expert, rich in content and designed to be insightful and inspiring. There will be a mix of individual and group work as well as video and case studies to bring the learning to life.

All participants will leave with their action plans that they can implement the very next day at work