

Investors in People Business Improvement Programme



The Interactive Investors in People Business Improvement Programme consists of a series of **6 workshops** that have been developed to accompany a free online development Interactive tool (www.investorsinpeople.co.uk/interactive). In addition **two days in-house mentoring support** will be provided to support participants to implement the learning to make improvements to their business.

The six workshops include:

1. Strategic Planning
2. Effective Management
3. Culture and Communication
4. Developing People
5. Managing Performance
6. External Review

At the end of this programme organisations participating will have:

- ♣ Improved business performance
- ♣ Made improvements to people practices
- ♣ Increased the return of investment from training activities
- ♣ Developed managers to be more effective
- ♣ A happier, engagement and motivated workforce
- ♣ The opportunity to seek recognition as an Investors in People

Course	Date	Content
Diagnostic	To be arranged with each organisation	The adviser will conduct a review of the organisation (subject to eligibility) considering its key priorities, people issues and what areas the organisation needs to look at to improve and achieve its priorities. An action plan will be prepared by the adviser to help the organisation move forward.
Introductory workshop	10am -1pm 29 th February 2012	This workshop offers delegates an opportunity to understand the benefits of the journey to achieve Investors in People. It assists organisations to decide how they would like to do the journey and the options available to them in terms of support.
Strategic Planning	10am – 4pm 28 th March 2012	This workshop will allow the participants to explore what steps they need to take to develop a strategic plan to achieve the Vision and Objectives that will guide the organisation forward.
Management Effectiveness	10am – 4pm 25 th April 2012	This workshop will allow the participants to explore what Effective Management is and what they believe they require in their organisation to build consistent and effective management that will assist them to achieve their Vision and Objectives.
Culture and Communication	10am – 4pm 23 rd May 2012	This workshop will allow the participants to explore what it takes to build a culture that will be right for them and assist them to achieve their Vision and Objectives through positive communication.
Managing Performance	10am -4pm 20 th June 2012	This workshop will allow the participants to explore what you need to do this, as well as the skills and behaviours your Managers need to achieve successful performance and continuously improve going forwards.
Developing People	10am – 4pm 19 th September 2012	This workshop will explore the steps involved in effective Development and what is required to build a supportive culture for People Development.
External Review	10am – 1pm 24 th October 2012	This workshop will explain the Investors in People Standard and the process of assessment as well as what will be required to plan for the assessment
Preparation for Assessment	To be arranged with each organisation	During this in-house half day preparation for assessment the adviser will identify the organisations key priorities, people issues and areas of the Standard that organisation should be assessed against.

Venue: The Mount Conference and Business Centre, 2 Woodstock Link, Belfast, BT6 8DD

Participants: Should be in Senior Management roles and capable of effecting change throughout the organisation.

Cost: The programme is part funded by DEL and will cost participating organisations **£330 plus VAT for the workshops only and £820 plus VAT for workshops and two days in-house support.**

This also includes a 100% funded Investors in People Assessment (Applies to first time assessments only and organisations with less than 250 employees)

Further information: Contact Julie Allen, Julie Allen Consulting
Tel 028 90424746 E-mail Julie@julieallenconsulting.com

To Register: Please complete and return the attached booking form with full payment to Julie Allen Consulting.

Returned Booking Forms

By Post
Julie Allen, Julie Allen Consulting, 1 Ean Hill, Holywood, BT18 9LQ

By Fax 02890424746

By E-mail julie@julieallenconsulting.com

BOOKING FORM

INFORMATION REQUEST FORM – GROUP CONTRACT

To help support you on your journey to recognition as an Investor in People the Northern Ireland Quality Centre would be grateful for the following information. Through our database we will keep you updated regarding developments in the Standard, coming events and issue you a copy of our quarterly Newsletter.

Name of Organisation: _____

Address: _____

Postcode: _____

Tel No: _____ Fax No: _____

E-mail Address: _____

I wish to book the full package of support Yes (please circle)

OR

I wish to book for workshops only Yes (please circle)

Head of Organisation

Name: _____

Title: _____

Nature of Business: _____

Number of Employees: _____

Number of Sites: _____

Name of liP Advisor: _____

Date of Joining liP Group Contract: _____

Anticipated Date of Assessment: _____

Where did you first hear of the Investors in People Standard?

Signature: _____

Position in Company: _____