



# Fully Funded\*, High-Quality Training for New, Aspiring and Experienced Managers

## Management Multi-Session Programmes

### Lead to Succeed

- For new and aspiring managers
- No formal homework commitment
- 5-day course, with a mix of live virtual tutorials and digital resources
  - Successful behaviours for leaders and managers
  - Developing a positive culture
  - Effective supervision
  - Leading and managing the process of change
  - Leading and managing the inspection process

#### Next Sessions

- **Wednesday 14 Feb (then continuing 21 Feb, 28 Feb, 6 March & 13 March)**
- Live Zoom training sessions from 2pm- 5pm each day

### Well Led

- Developing skills for established managers
- No formal homework commitment
- 4-day course, with a mix of live virtual tutorials and digital resources
  - Understanding what 'well-led' looks like
  - Leadership strategies & techniques to transform services
  - Skills to lead services in a challenging world
  - Develop clear goals to improve leadership effectiveness
  - Peer collaboration & learning

#### Next Sessions

- **Wednesday 14 Feb (then continuing 21 Feb, 28 Feb, & 6 March)**
- Live Zoom training sessions from 10am- 1pm each day

- ✓ **Fully-funded through WDF\***
- ✓ **Virtual course**
- ✓ **Experienced and qualified trainers**
- ✓ **Skills for Care licensed**



Contact our Learning Engagement Manager Joanna at:  
[holmgren.joanna@outlook.com](mailto:holmgren.joanna@outlook.com)

Managing Director John Buttle:  
[john.buttle1@btinternet.com](mailto:john.buttle1@btinternet.com)



*New dates added regularly, contact us for more information and updates*



**Note: Learners must attend all sessions in chosen group to be certificated**



## For **Managers and Coordinators:** Management Multi-Session Programmes

### Leading Change Improving Care

- Ideal for registered managers and experienced managers working in adult social care services. This practical leadership development programme is great progression for managers who have already completed their Well Led programme.
- The programme is delivered through five interactive modules run over 4 months
  - Leading and managing the change within your team and organisation
  - Facilitating change sensitively and building resilience
  - Successful leadership skills and behaviours
  - Managing change with hard-to-reach & resistant staff
  - Coaching and development
  - Improving personal effectiveness and time management

#### Next Sessions

**New group to start in March - please email us to register interest in advance.**

- Live Zoom training sessions from 10am- 1pm each day.

**PLEASE NOTE.** *As this course lasts 4 months, we charge the full WDF claim value upon booking (£500 per learner, non refundable), which an employer organisation can claim back from the Workforce Development Fund upon completion).*

**Note:** *Learners must attend all sessions in chosen group to be certificated*

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## For Managers and Coordinators: Management Single Session CPD Modules

### Understanding Self-Management

- Mix of live virtual tutorial and digital resources
- No assessed homework commitment
  - Help managers to tackle isolation and manage time
  - Build resilience and ensure wellbeing
  - Techniques to support self management
  - Understand how behaviours can influence & impact on others
  - Helping managers learn from their day-to-day experience

#### Next Sessions

Wednesday 07 Feb or Wednesday 20 March

- Live Zoom training sessions from 10am –1pm

### Understanding Performance Management

- Mix of live virtual tutorial and digital resources
- No assessed homework commitment
  - Explore the performance management cycle
  - Recognise that people perform differently
  - Utilise tools and techniques available
  - How successful strategies support everyday work

#### Next Sessions

Thursday 15 Feb or Thursday 14 March

- Live Zoom training sessions from 10am –1pm

### Understanding Workplace Culture

- Mix of live virtual tutorial and digital resources
- No assessed homework commitment
  - Explore the critical links between vision, values and culture
  - Influencing & developing culture change
  - Connects managers with their peers in a common aim

#### Next Sessions

Tuesday 6 Feb or Thursday 29 Feb or Thursday 21 March

- Live Zoom training sessions from 10am –1pm

- ✓ Fully-funded through WDF\*
- ✓ Virtual course
- ✓ Experienced and qualified trainers
- ✓ Skills for Care licensed



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## IMPORTANT INFORMATION:

### **PLEASE NOTE:**

- **All learners will need to have access to a Laptop/PC/Tablet and have stable internet connection.**
- **All workbooks will be able to be completed electronically (via Word or Editable PDF).**
- **Learners will need to have a good working understanding of English.**

### **FUNDING AND INVOICING**

#### **For WDF funded management courses:**

- Please complete our online declaration regarding your eligibility for WDF funding.
- When your learner completes their training, we will claim the funding directly from Skills for Care with no need to invoice you.

#### **For all other WDF funded courses**

- Please complete our online declaration regarding your eligibility for WDF funding.
- Skills for Care will only pay WDF funds to us directly for Endorsed Management courses. For all other WDF training, when a learner completes their training, we will send all the necessary claims info to you and/or your local Workforce Development Fund (WDF) partnership.
- We will invoice you at the same time for the same amount as the claim value.
- Skills for Care then pay the partnership, who in turn pays your organisation (or SfC will pay you directly if you are claiming WDF directly from them). Normally you will have had the money from Skills for Care via your partnership before you need to pay our invoice within our 40-day terms.
- Social Works Ltd use Lloyds Invoice Financing to factor our invoices and when we invoice, they will be in touch to explain how they work.
- Please note: We cannot be held liable for any funding changes made with respect to the Workforce Development Fund by Skills for Care.
- All information above is correct at time of writing.

\*To access Skills for Care Workforce Development Funding you will need to engage with the ASC Workforce Data Set (previously known as the NMDS-SC) and join a local employer partnership.

\*\*Please note the 4 days funded training covers all the Care Certificate Knowledge Standards except Basic Life Support, which employers normally do in-house.

**For more information please either email us or have a look on our website.**



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