



It is not the strongest of the species that survive, nor the most intelligent, but the ones most responsive to change. **Charles Darwin**



**The Circle is a series of one-day highly practical training workshops aimed at first line managers.**

Run over a number of months, each module covers a different aspect of management. This design helps puts managers into a multi-month development programme with minimal time away from the job.

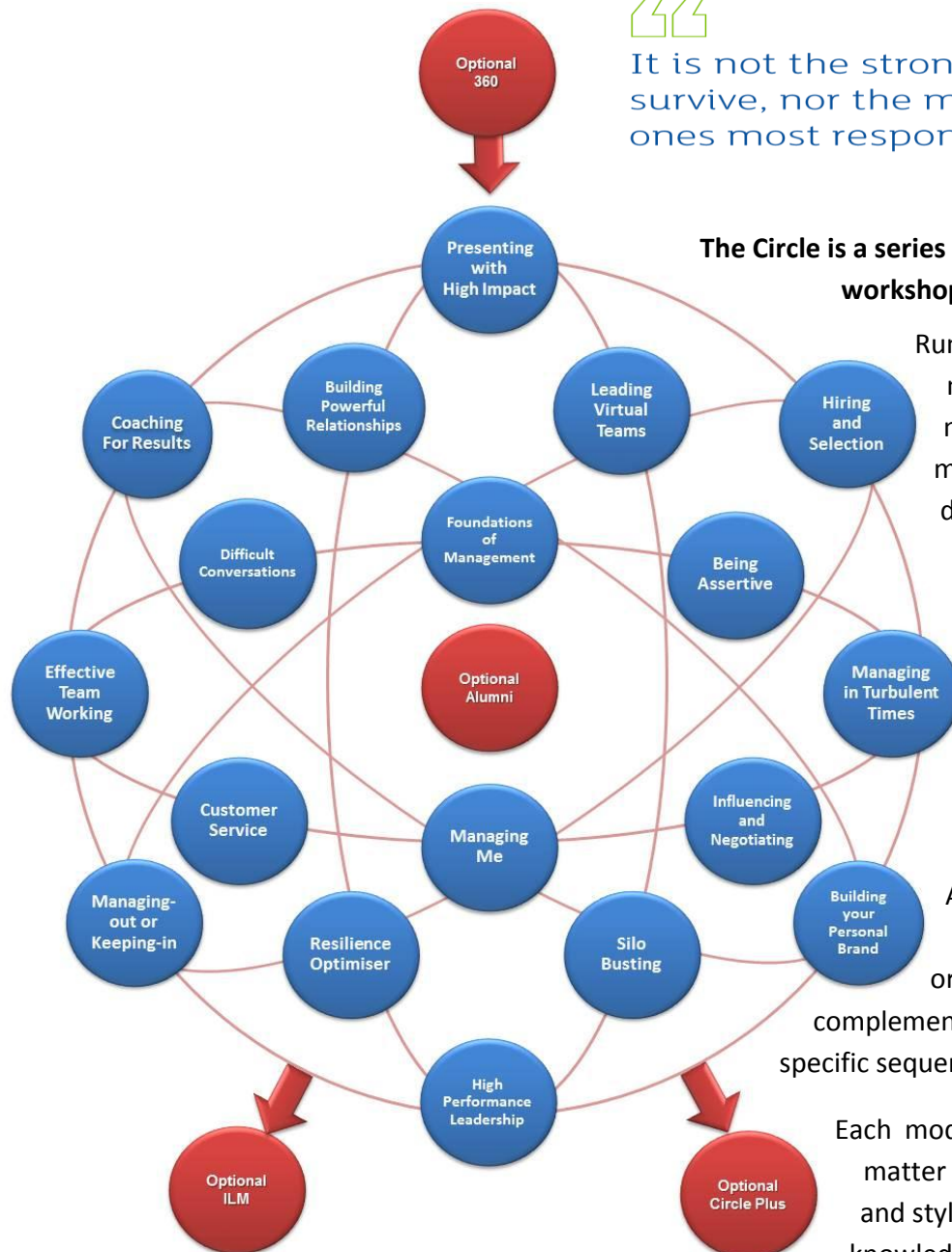
With the wide range of possible modules to choose from; the Circle makes it easy to target your specific development needs but without the high cost of custom building a programme.

As well as being able to pick the modules which are most relevant to your organisation, the modules are designed complement each other, and need not be taken in a specific sequence.

Each module is delivered by a different subject matter expert, maximising diversity of impact and style and ensuring they have a real depth of knowledge and Modules can run either on your

company sites or off-site based on the geographical distribution of managers and any budgetary considerations. In addition, 3gHR will work with you to design any additional modules you feel desirable given your current business needs.

On additional benefit is that upon successful completion of an assessment demonstrating the application of learning from the Circle, participants have the opportunity to receive an Institute of Leadership and Management (ILM) parchment.



## Building a strong foundation in key management skills

To help participants map their individual priorities before attending the Circle, you may also elect for each participant to undergo a 360° questionnaire - **Circle 360°** – providing individual face to face feedback. This enables them to get an insight into how others see their performance in the areas addressed during the Circle training and therefore target their improvement, and maximise their strengths.

Post programme **Circle Plus** has proved invaluable in enabling participants to implement pertinent Personal Development Plans, which look to develop highlighted weaknesses and impress personal strengths on others.

In addition, participants could be invited to join a **Circle Alumni**.

### Managing Me

- Accomplish more in less time
- Managing stress and conflicting priorities
- Balancing personal and professional demands

### Building Powerful Relationships

- Connecting and making an impact
- Power, influence and win:win
- Creating invaluable networks

### Effective Team Working

- Understanding of the different team types
- Stages of a team development and tactics for moving the team through each stage
- Ways to manage Team Dynamics for positive effect

### High Performance Leadership

- Setting clear expectations and goals
- Managing your impact on others
- Developing engagement

### Managing in Turbulent Times

- Delivering tough messages
- Driving out fear, reigniting confidence & creativity
- Leading change

### Being Assertive

- Learn to say “no”
- Deal with stress in a positive way
- Make your needs & views known

### Coaching For Results

- Recognising success; confronting poor performance
- The coaching process
- Coaching in action

### Influencing & Negotiating

- The psychology of negotiation
- Tactics and styles of influence
- The power of bargaining and managing conflict

### Managing Out or Keeping In

- How to deal with under-performers
- Managing difficult disciplinary conversations and following legal procedures

### Resilience Optimiser

- What does stress & fear look like
- Increasing self-awareness & how you affect the team dynamics
- Enhancing resilience

### Leading Virtual Teams

- Developing virtual teams
- Creating a Leadership Model for Virtual working
- Working across boundaries

### Customer Service

- Delight your customers
- Deal with “difficult” customers
- Turn complaints into opportunities to improve

### Silo Busting

- The importance of collaborative leadership when busting through organisational silos
- Putting a value on collaboration

### Difficult Conversations

- Explore the nature of Challenging Conversations and the consequences of avoiding them
- Managing discussions to ensure a positive outcome

### Hiring & Selection

- Recruiting the right people into the right roles is important to any business and yet the extent of the cost to the business of getting it wrong is frequently under-appreciated

### Foundations of Management

- Setting objectives that matter
- Unlocking potential in meaningful development planning

### Building your Personal Brand

- Maximise your impact
- Define your key messages
- Develop strategies to support your Personal Brand

### Presenting with Impact

- Compelling and personalised action planning, where voice language and confidence can create presentations that make a difference

3gHR will charge £4,500 + VAT per module to include up to 15 delegates: which equates to £300 per person, per module

For more information please contact Antony Brentnall on +44 (0) 118 988 0704 or **email: ant.brentnall@3ghr.com**

To find out more about us, and what we do, visit our website at **www.3ghr.com**

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