

# WORKING IN.....

## FIRST LINE MANAGEMENT



### DURATION

10 Days

### QUALIFICATION

ILM Level 3  
Certificate in  
Management

### COST

£1350 + VAT

### LOCATION

Stansted, Essex

### Programme Overview

Working in First Line Management will provide you with the skills and knowledge for working in a Team Leader, Supervisor / First Line Management capacity in the Commercial and Public Sector or in Not for Profit Organisations. This is not a standard training course but a development programme that identifies, discusses and defines the similarities and differences between management in the armed forces and the civilian business world. This means participants get a practical perspective of the changes they need to make to forge a successful career in Management

The programme commences with an overview of the role of First Line Management and the types of industry and companies employing. A comprehensive breakdown of the necessary skills for effective Management follows with the key approach being to look at how current skills can be applied in the commercial environment and where new skills need to be developed.

The final two days of the programme are dedicated to developing the personal skills for gaining employment in Management and putting together a targeted Action Plan / Strategy for approaching Organisations employing Managers.

The programme is informative, interactive and above all practical. All content is linked towards the ultimate aim of ensuring participants have the necessary tools and techniques to put themselves in the best position for taking the job opportunities available in their chosen field.

Guest speakers with either experience in the role or in recruiting for the role are a key part of the programme and provide insights into what organisations are looking for and may at times offer career opportunities.

### Programme Outline

**A practical programme to transferring military skills to commercial career success**

Day 1	The Role, Responsibilities and Remit of a First Line Manager
Day 2	Problem Solving & Decision Making
Day 3	Managing Change
Day 4	Leadership
Day 5	Developing Teams
Day 6	Communication, Motivation & Conflict
Day 7	Project Management
Day 8	Effective Briefings and Presentations
Day 9	Marketing Self
Day 10	Selling Self

For further information please call us on 0845 1307411

