

VCFSE Management and Leadership Skills Development Programme

In partnership with Skills for Life Skills Bootcamp and Yeovil College, and with support from the Shared Prosperity Fund, we have an exciting course on offer:

Skills Bootcamp - Leadership & Management

Who is it for?

This in-person course is aimed at employees working in a Somerset VCFSE organisation who are managing paid staff (as well as volunteers) as a new or existing manager, and wish to develop or refresh their skills but are not seeking an accredited qualification.

Organisational commitment:

Your employee will be released to attend ten training days at the iAero Centre, Yeovil. Your employee will participate in the day's tutor-led sessions (10am-2:30pm, including a 30 minute lunch break) and complete an online action and accountability workshop (2:30-4:30pm).

Learner commitment:

Attend each of the ten in-person training days, and complete the all tasks outlined in the action and accountability workshops.

Module 1: Understanding self and others - Thursday 5 September

Emotional intelligence, situational intelligence, self-awareness, managing your emotions and building empathy.

Module 2: Personality preferences - Thursday 12 September

Personality assessment based on MBTI/Insights/DISC. Exploring differences and preferences.

Module 3: Effective communication - Thursday 19 September

Styles and methods of communication, and the importance of body language, tone of voice, and more.

Module 4: Dealing with difficult conversations, situations or people - Thursday 3 October

Exploring TKI model of dealing with 'conflict', and assessing personal approaches to conflict.

Module 5: Traits and qualities of a good leader/manager - Thursday 10 October

Exploring leadership styles, motivational theory, managing 'up' and building trusting relationships.

Module 6: Developing culture - Thursday 17 October

Exploring the importance of values and behaviours in the workplace.

Module 7: Team working - Thursday 24 October

Understanding team dynamics and Belbin's team roles, and the role of the manager in team development phases.

Module 8: Inducting and developing staff - Thursday 7 November

Understanding the employee life-cycle, interviewing tips, and managing performance.

Module 9: Running effective meetings - Thursday 14 November

Facilitation techniques, with a focus on expectation management, communication and objectives.

Module 10: Coaching and mentoring in the workplace - Thursday 21 November

Learning the GROW coaching model, and how to set targets and give feedback.

Costs and subsidies:

The total value for this course is £3,000 per participant, but is being offered at a subsidised rate of £300 thanks to funding from the Department for Education. However, Shared Prosperity Funding has allowed us to further subsidise places for VCFSE organisations as follows:

Organisation income	Subsidy	Cost per learner (to be paid by organisation)
Less than £200K	75%	£75
£200K-500K	50%	£150
Over £500K	25%	£225

For further information about this course, please email support@sparksomerset.org.uk.

To register your interest, please complete our Office Form [here](#).

Training provided by:



With thanks to:



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