



# CHALLENGE CONSULTING COURSE CALENDAR 2017

ALL COURSES ARE HELD AT  
**CHALLENGE TRAINING AND CONFERENCE CENTRE**  
**NOTTINGHAM ROAD**  
**WOODBOROUGH**  
**NOTTINGHAM**  
**NG14 6EH**



<http://www.challengeconsulting.co.uk/index.php/about-us/how-to-find-us/>

## ONE DAY COURSES

£220 + VAT PER PERSON

	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
From Friend to Supervisor: establishing authority	7 <sup>th</sup>				17 <sup>th</sup>				27 <sup>th</sup>	
Managing Poor Performance			22 <sup>nd</sup>					16 <sup>th</sup>		
Appraisal Skills for Managers		3 <sup>rd</sup>					25 <sup>th</sup>			
Recruitment & Selection – how to recruit the right staff	27 <sup>th</sup>						11 <sup>th</sup>			
Understanding Finance			23 <sup>rd</sup>						6 <sup>th</sup>	
Project Management			8 <sup>th</sup>				14 <sup>th</sup>			
Problem solving in the workplace		4 <sup>th</sup>				16 <sup>th</sup>				6 <sup>th</sup>
Handling Difficult Situations & People	20 <sup>th</sup>						18 <sup>th</sup>			
Assertiveness & Personal Effectiveness			24 <sup>th</sup>					30 <sup>th</sup>		
Influencing & Persuading others					18 <sup>th</sup>					11 <sup>th</sup>
Planning and Managing Change						3 <sup>rd</sup>				
Time Management					5 <sup>th</sup>					16 <sup>th</sup>
Presentation Skills			15 <sup>th</sup>							23 <sup>rd</sup>
Professional Coaching Skills	6 <sup>th</sup>						20 <sup>th</sup>			
Customer Service – getting it right			10 <sup>th</sup>					12 <sup>th</sup>		
Effective telephone techniques					24 <sup>th</sup>					4 <sup>th</sup>

## TWO DAY COURSES

£395 + VAT PER PERSON

	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
The Effective Team Leader	17 <sup>th</sup> / 18 <sup>th</sup>								7 <sup>th</sup> / 8 <sup>th</sup>	

## QUALIFICATIONS (TAUGHT COURSES)

Institute of Leadership and Management

	Cost	Duration	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Level 2 Award in Effective Team Member Skills	£550	2 days						27 <sup>th</sup>			
Level 2 Award in Leadership & Team Skills	£650	4 days							31 <sup>st</sup>		
Level 2 Award in Customer Care	£650	4 days		9 <sup>th</sup>						8 <sup>th</sup>	
Level 3 Award in Leadership & Management	£995	6 days						19 <sup>th</sup>			
Level 3 Certificate in Leadership & Management	£1,395	9 days						19 <sup>th</sup>			
Level 5 Certificate in Coaching & Mentoring	£1,795	8 days							4 <sup>th</sup>		
Level 5 Certificate in Leadership & Management	£1,595	9 days	27 <sup>th</sup>						3 <sup>rd</sup>		
Level 5 Diploma in Leadership & Management	Call	24 days	Fundable as a higher apprenticeship subject to criteria								
Level 7 Certificate in Leadership & Management	Call	Call	Call for details								
Level 7 Diploma in Leadership & Management	Call	Call	Call for details								

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Rates from £80 per person per day

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