



strategies for work & wellbeing

Brochure 2014

INTRODUCING OUR SERVICES

We provide training and development to individuals, teams and organisations – with a focus on the relationship between work and wellbeing.

As associates we are able to offer a broad range of services making our programmes flexible and personalised.

Programme content is tried and tested but customers can ‘pick and mix’ from modules and instruments ensuring that training and development is matched to need.

Included in this brochure are some sample summaries of programmes and an overview of some of the questionnaires and psychometric tools available.

Provision is not dependant on using psychometric tools; and we are selective about what tools we use and when we use them – but they are useful in providing a framework for sessions - an accelerated and effective route into exploring individual and team issues.

The models underpinning the instruments can enhance awareness and equip individuals and teams with a language and way of identifying and exploring obstacles.

In sessions this translates into practical problem solving and goal setting – based on valuing the contribution of individuals and difference in style.

While professional in delivery we always endeavour to make content accessible and appropriate to our client groups; ensuring sessions are enjoyable and interactive.

INTRODUCING OUR SERVICES

CONFLICT MANGEMENT

COACHING SKILLS

TEAM DEVELOPMENT

LEADERSHIP

CHANGE & TRANSITION

COMMUNICATION

TYPE DYNAMICS

EXECUTIVE COACHING

**PERSONALITY/PERSONAL
DEVELOPMENT**

SELF AWARENESS

EMOTIONAL RESILIENCE

CAREERS GUIDANCE

CAREER CHANGE

CAREER DEVELOPMENT

WORK & WELLBEING

OUTPLACEMENT SUPPORT

PRODUCTIVE RETIREMENT

ABOUT OUR PROGRAMMES

Our provision is flexible and clients can expect an individualised service with effective packages tailored to their unique needs.

If you decide to take things further we are happy to discuss your needs and requirements, desired outcomes and anticipated return on investment.

Having assessed your needs we can then look at delivery and cost options.

Please contact us if you have any questions or would like to arrange an initial consultation.

SAMPLE PROGRAMMES

The sample programmes below give an idea of what we can provide:

WORKING BETTER TOGETHER – *team development for productive teams*

- 1, 2 or 3 day modular programmes.
- With a focus on personality type, team roles and relationships.
- Selected themes can include conflict management, problem solving, self awareness, improving communication, decision making, change and transition.

MANAGING CHANGE & TRANSITION – *for teams and organisations facing restructuring or reorganisation*

- 1, 2 or 3 day modular programmes.
- As *Working Better Together* but with an emphasis on managing stress and developing flexibility and resilience.

SAMPLE PROGRAMMES (CONTINUED)

MORE AWARE = MORE EFFECTIVE – *personal development for teams, individuals or small groups*

- Sessional - with follow up telephone/e-mail support an option.
- Focus on the 'Human Element' – openness, choice and self awareness.

MANAGING STRESS – *for teams, individuals or small groups*

- Sessional - with follow up telephone/e-mail support an option.
- Aims to improve understanding while including practical techniques for self management
- Focus on individual coping styles and developing resilience

BETTER WORK – *impartial career advice and guidance packages for individuals or small groups*

- Sessional with follow up telephone/e-mail support an option.
- Self and opportunity awareness
- Can include goal setting, labour market intelligence, targeted C.V. writing, self marketing, presentation skills etc.
- Opportunities to practice interview technique and experience formal assessment in a non-threatening way
- Can be included as part of an out placement support package.

CONTACTING US

The full range of service we can offer is beyond the scope of a brochure – so if you would like to know more please contact us to discuss your needs in more detail; we can usually offer a free initial consultation.

You can contact us through our website, by e-mail or by telephone.

CONTACT DETAILS

Website: www.choiceandchange.co.uk

Email: admin@choiceandchange.co.uk

Telephone: **07564172570 (M)**

www.choiceandchange.co.uk