

Introduction

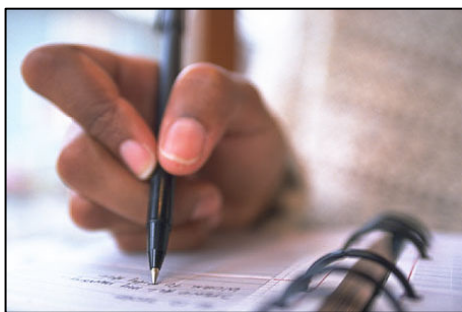
CLADA and Business & Education South Yorkshire invite you to a workforce development day which will celebrate your existing expertise as a manager and also provide you with a **comprehensive tool kit of management strategies** which you can use both with your peers, and in the classroom. The day is based on methods, models and strategies which will enliven and inform you by giving you new skills and innovative ways of managing staff and workloads – you will also have lots of fun!

Where and When?

- 📅 **Thursday 4th June 2009**
- 📅 **9.00am till 4.00pm**
- 📅 **Barnsley Football Club, Oakwell Stadium, Barnsley, S71 1ET.**
- 📅 **FREE ADMISSION** and refreshments

Your Host

The day will be delivered by CLADA. CLADA is an association of committed educationalists and facilitators who work in educational settings. CLADA aim to empower individuals and groups to engage with, and shape the communities, in which they live, work and learn. They use values and learning techniques to create relevant, accessible and inclusive experiences for their clients. Their key values are equality, empowerment, self and collective development.



Suitable for

- 📅 Headteachers
- 📅 Senior Managers
- 📅 Managers new to their role

Aims & Objectives

- 📅 To provide suggestions for the development of effective management strategies.
- 📅 To develop knowledge and skills to support management roles in schools and in the workplace.
- 📅 Personal and continuous professional development.

Agenda

On arrival at 9.00am, delegates will be provided with tea and coffee. The agenda will begin at 9.15am. The day will close at 4.00pm.

This fast moving interactive day will explore:

- 📅 What makes a good manager?
- 📅 Management styles
- 📅 Managing a team – relationships
- 📅 Managing a meeting – roles
- 📅 Managing conflict – escalating, diffusing, win-win solutions, position and interest
- 📅 Managing change
- 📅 Menu for change – taking it back



Places are limited and will be allocated on a first come, first served basis. To book a place please complete the Booking Form and return to Sharon Peck. A cancellation charge of £50 will be applied if a confirmed booking is cancelled by the delegate during the two week period prior to the event date, or if the delegate does not attend on the day. For queries, please contact Sharon Peck, Lead Liaison Manager (WFD) at B&E-SY on telephone number 01709 336700 or email sharon.peck@be-sy.co.uk.

For further information please visit: www.clada.co.uk