



Professional Manager Development Scheme 2018/19

The Professional Manager Development Scheme (PMDS), run in conjunction with Cedar Associates, has been designed to challenge and develop the skill base of managers with staff management responsibilities to meet the industry's needs and has three key objectives:

- Develop the skills and abilities of managers
- Improve understanding and communication within and across the industry
- Raise the level of professionalism throughout the industry

Over the course of the 14-month programme, participants will broaden their staff management skills. Each of the 10 sessions will consist of an evening discussion session, followed by a day of management training.

Course Benefits:

Previous delegates on the PMDS scheme have seen wide-ranging benefits from attending. These include:

- Improved production efficiency and subsequent reduced costs of production
- Improved communication between staff
- Formal qualification: Institute of Leadership and Management (ILM) Certificate in First Line Management.

Investment today, is income tomorrow: Previous course delegates have identified combined savings to their businesses in excess of £250,000, as a result of attending

Course Details:

Date: 10 sessions starting January 2018 through to March 2019

Cost: £950 plus VAT for levy payers*, inclusive of registration, tutor and hotel fees

Closing date for applications: 15 November 2017

Interviews: 29 November 2017

Venue: First two sessions will be in the Stoneleigh area, remaining sessions will depend on location of participants.

For more information and an application form, please contact:

Tess Howe: 07779 321078 or tess.howe@ahdb.org.uk

*discounted rate for AHDB Levy payers and their employees. NB. payment can be made in installments if required. Non-levy payers are allowed to apply but will be required to pay the full cost of the course £3,950 + VAT.

Applying for the course:

Places are strictly limited to a maximum of 12 people. Applicants should submit the application form by Wednesday **15 November 2017** (5pm). If successful at this stage, you will be invited to an interview on **Wednesday 29 November** at the AHDB offices in Stoneleigh. There is no pre-requisite in terms of qualifications to take part in the programme, however, applicants must be able to complete reports and commit to attending all training sessions. The interview panel will be looking for individuals who are already in a role with responsibilities and the ability to implement change where required.

It is essential that participants have the full support of their employer/staff team.

Course Details (Provisional Dates):

Module	Duration
1 Working together as a team Managing workload and solving problems	16 – 18 Jan
2 Leading the team	28 Feb - 1 Mar
3 Developing yourself and your team	1 – 2 May
4 Motivating the team	5 - 6 Jun
5 Making communication work	3 – 4 Jul
6 Planning and managing change	11 – 12 Sept
7 Managing performance – making appraisals work	6 – 7 Nov
8 Managing projects	15 – 16 Jan 2019
9 Working efficiently	12 – 13 Feb
10 Influencing skills	26 – 28 Mar

The first and last session will be longer than normal. The first will start early afternoon and last for two days. Each subsequent session will start at 6pm with an evening meal and discussion and is followed the next day with management training (8am – 4pm). The last session will start early afternoon and last for one and half days.

**For more information and an application form, please contact:
Tess Howe, 07779 321078 or email tess.howe@ahdb.org.uk**