

**A series of six development workshops with the opportunity to attain a Level 6 or 7 vocational qualification in construction.**

**This programme** is designed for middle to senior operational and functional managers working in civil engineering or building and will be delivered by the renowned trainer, Bob Bilbrough. The six workshops aim to provide each manager with the tools and techniques to effectively manage their job role and to contribute to personal and business improvement.

ICE, CIOB and Edexcel vocational qualification awards at NVQ Levels 6 and 7 accredit the programme. Each training session provides time to assist managers build their portfolio of evidence. This is complemented by two site visits from a qualified and experienced assessor.

**Workshop Schedule**

**Day 1** – **Thursday 4 April 2019 Day 4** – **Wednesday 11 September 2019**

Induction to the programme Effective business communication skills

**Day 2** – **Thursday 16 May 2019 Day 5** – **Thursday 7 November 2019**

Leadership and personal effectiveness Planning and controlling resources

**Day 3** – **Thursday 27 June 2019 Day 6** – **Thursday 12 December 2019**

Building better teams BIM and Managing change

**Further Information**

**The cost** of the programme is £1,175 + VAT. The cost will also include a Level 6 or 7 Vocational Qualification in Construction and will be complemented by two site visits from a qualified and experienced assessor.

**Places are limited to 16** with an initial limit of one delegate per member company.

**The venue** will be the Chartered Institution of Highways & Transportation, 119 Britannia Walk, London N1 7JE – all refreshments will be provided.

**How to apply**

**Apply BY RETURN – complete the form below and email to** [**sharonbrown@cecasouth.co.uk**](mailto:sharonbrown@cecasouth.co.uk)

**Company Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Delegate name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Job title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Based in: \_\_\_\_\_\_\_ (Location)**

**Delegate email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Delegate tel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**An invoice will be issued on receipt of the booking form (we cannot take credit/debit card details)**

Is a Purchase Order No required YES/NO

If Yes, please state P.O. No: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Invoice address: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Civil Engineering Contractors Association (Southern) Ltd**

**Metro House, Northgate, Chichester, West Sussex PO19 1BE • T:01243 538863 • F: 01243 538790**

[**info@cecasouth.co.uk**](mailto:info@cecasouth.co.uk) **• www.ceca.co.uk**

Management Development Programme

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