

After running many years of successful face to face training, Manor Royal BID and Crawley College have worked hard to respond to the challenges Covid-19 had brought about, and we are delighted to launch our online suit of heavily subsidised training including a new FREE seminar programme of bite sized learning.

Employees on Manor Royal Business District have to access high quality training at heavily discounted rates, delivered by Crawley College, thanks to the Manor Royal BID.

FREE SEMINAR PROGRAMME

Employment Law Covid -19 Update (11 August, 10.00 -11.00) Returning to work and the workplace going forward covering redundancies, varying terms and agile and flexible working. Delivered by Charlotte Sloan, Irwin Mitchel.

Are you prepared for EU departure? (9 September, 11.00-1230) Advice, tips and guidance on preparing to leave the EU. Delivered by Jonathan Alderman and Richard Butcher (Coast to Capital Local Enterprise Partnership) plus guest speaker.

Open Minds - Awareness into Action (7 October, 12.00-13.00) What is mental health stigma and how you can turn your awareness into action. Delivered by Louisa Hernandez, MIND.

Book by emailing info@manorroyal.org

Leadership

Course	Date	Brief Outline	Suitable For
New to Team Leading – Roles, Responsibilities and Developing Productive Working Relationships	10 August 10am	You will have an introduction to team leading and discuss the various roles, responsibilities and relationships that enhance your ability to be an effective a team leader. You will discuss the different team leader styles within certain scenarios	Anyone who is new to managing a team, or has leadership responsibilities
Effective Leadership – The Styles and Models of Leadership and What Does it Mean be a Leader	21 August 10am	This course highlights the difference between leadership and management, and emphasises on examples of various leaders and the qualities associated with them. Leadership authority is discussed as to where it originates from and when to use it depending on the style/model implemented at that time.	For all managers, leaders and supervisors
Running Effective Virtual Meetings	4 September 10am	This course will explore virtual meetings and how to make sure everyone is engaged and actively participating. You will discuss personal experience and what the key disciplines are the most practical methods to enable you to have the desired impact from the meeting. This could be through handing over the controls by facilitating rather than chairing or setting an action plan for the meeting.	This course is suitable for anyone who has to lead team meetings virtually
Managing Teams Remotely	9 September 10am	This module will cover the ins and outs of managing a team online. You will discuss the best methods of how to manage tasks within your team and keeping them motivated. Further discussions will also be had regarding the most effective ways to communicate and delegate remotely, which is enhanced via action planning.	This course is suitable for anyone who has to manage a remote individual or team
New to Team Leading – Delegation and the Development of Yourself and Your Team	11 September 10am	This will give you an overview of delegation and how it is one of fundamentals of being a team leader. By delegating in the right circumstances you allow the development of yourself and your team to continue to be an effective team leader.	Anyone who is new to managing a team, or has leadership responsibilities
Effective Leadership – Your Vision for Leadership and the Situations to use the Chosen Style	18 September 10am	This module discusses the leader's vision, whether in his team or for the whole department/company. You will learn the best methods to transpire the vision onto the employees who you lead. You will play out various scenarios and decide the most appropriate leadership style to use at a given time, and how these can vary throughout your time as a leader.	For all managers, leaders and supervisors

Continued...

Marketing

Course	Date	Brief Outline	Suitable for
Effective Marketing during COVID-19	8 September 10am	This short course will cover how to market your business more effectively as we begin to emerge from Covid-19. You will discuss how to adapt and respond to a fluctuating landscape to enhance your marketing, to still seek out those new opportunities and keep the core customers informed and engaged.	Business Owners and/or Managers, also individuals who work in Marketing
Connecting with Customers Digitally	26 August 10am	This course offers an overview into the most effective digital channels and skills to use when attempting to connect with customers online. It offers an insight into the main Social Media and business channels and how to collate and analyse the data from this to best determine the most effective method to market digitally.	Business Owners and/or Managers, also individuals who work in Marketing

Health and Wellbeing

Course	Date	Brief Outline	Suitable For
Managing Change in Relation to Mental Health	27 August 10am	There are likely to be many changes as we move out from this health crisis. Learn how to accept change. Overcome feelings of anxiety and insecurity. Reframe negative situations into positive outcomes. Set achievable goals to embrace change and move forward.	All Employees
Overcoming Anxiety after Coronavirus	2 September 10am	Understanding what anxiety is. Intrusive thoughts. You are not your anxiety. Anxiety is a bully. Use your imagination for positive results. Focused breathing to banish anxiety. Setting achievable goals to overcome negative thoughts	All Employees
Recognising Workplace Stress	10 September 10am	Understanding your own spare capacity. Helping a colleague. Heading for burnout? Seek help before overwhelm. Keep physically and mentally healthy	All Employees

Mental Health First Aid Training: This Certified Online MHFA course qualifies you as a Mental Health First Aider with a blended approach of individual learning (7 hours) and four instructor-led live sessions of 8 hours delivered via 2 hour sessions over a 4 week period. Delivered by Victoria Brookbank (Minds that Work). Manor Royal Price £150 per delegate (usual price £300 per delegate). Email info@manorroyal.org

Free Online Support for Employee Wellbeing, courtesy of CARI CARI is your AI-enabled Wellbeing Super Assistant who can work alongside your team to help boost wellbeing and performance. She offers confidential online Wellbeing Consultations and Personalised Support Plans based on psychology and neuroscience. She can analyse tiny nuances in someone's responses and sees behind a brave face in ways that a human can't.

Following a short 20 minute online consultation, each person will receive a personalised wellbeing support plan related to their current emotional and psychological state. It really works! Manor Royal BID companies can access CARI for **FREE** and gain access to a range of **FREE** wellbeing seminars (see below) and exclusive discounts on related courses covering topics such as Personal Resilience, Business Resilience and NeuChem Leadership. **Contact the BID office to access CARI, email info@manorroyal.org**

Thanks to the Manor Royal BID, companies in the Business District **get a 30% discount** on Personal Resilience and NeuChem Leadership workshops plus a **50% discount** on Building Business Back workshops

In addition, for the next 5 Building Business Back/NeuChem workshops, **get an 80% discount**

BUILD BUSINESS BETTER: From Vision to Action - Re-Imagining your Business 2 September 2020

BUILD BUSINESS BETTER: Leadership for Virtual Teams - Myths and Reality 9 September 2020

NEUCHEM LEADERSHIP: Inspiring Leadership 23 September 2020

BUILD BUSINESS BACK BETTER: Neuroscience of Change for the Better 21 October 2020

BUILD BUSINESS BETTER: Resource Innovation for a sustainable future 30 October 2020

[Click here to see all the courses available](#)

**GET YOUR
EXCLUSIVE
DISCOUNT
CODE**

info@manorroyal.org