

WHO & WHY?



This workshop is offered to any organisation that wishes to help any of its staff apply for a job – either as a general developmental support, or to help people apply for jobs as a result of internal restructure or change.

Outcomes

- ✓ Staff more likely to know their strengths and areas to work on
- ✓ Staff feel more confident and skilled
- ✓ Morale is improved
- ✓ Greater chance of positive performance though the selection process

Content

- Job search and preparation
- CV, application form and covering letter – on paper or online
- Impressive interviewing...and the rest: presentations, assessment centres
- Putting it into practice: case work

Learning Approaches

-  core learning input
-  role play / simulation
-  tools & templates
-  'real life' case work
-  self directed research
-  your questions (Q&A)
-  facilitator's ideas & suggestions
-  reflection & consolidation

 on site or  online

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NEW!

We'd love your words
to be here next time...

10% discount for all new
workshops booked before
end March 2026

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