



# Professional Manager Development Scheme 2016/17

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 15-month programme, participants will broaden their staff management skills. Each of the 10 sessions will consist of an evening discussion with external speakers, 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.

**In 2014/15 the 12 delegates identified combined savings to their businesses in excess of £250,000, which could be linked to the course.**

## Course Details:

**Date:** 10 sessions starting September 2016 through to November 2017

**Cost:** £850 plus VAT for levy payers\*, inclusive of registration, tutor and hotel fees

**Closing date for applications:** 25 April 2016

**Interviews:** 8 June 2016

**Venue:** First two sessions will be in Peterborough, 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](mailto:tess.howe@ahdb.org.uk)**

\*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 £3,750 + VAT.

## Applying for the course:

Places are strictly limited to a maximum of 12 people. Applicants should submit the application form by Monday **25 April 2016** (5pm). If successful at this stage, you will be invited to an interview on **Wednesday 8 June 2016** in Peterborough. 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:

Module	Duration
1 Working together as a team Managing workload and solving problems	12 – 14 Sept
2 Leading the team	18 - 19 Oct
3 Developing yourself and your team	29 - 30 Nov
4 Motivating the team	10 - 11 Jan 2017
5 Making communication work	21 - 22 Feb
6 Planning and managing change	4 – 5 April
7 Managing performance – making appraisals work	13 – 14 June
8 Managing projects	12 – 13 Sept
9 Working efficiently	10 – 11 Oct
10 Influencing skills	5 – 7 Dec

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](mailto:tess.howe@ahdb.org.uk)**

