

RHA Professional Development Programmes

Title of programme

Developing your PfS support staff

Suitable for:

Centre managers and mentor coordinators

Objectives:

Opportunities to consider the infrastructures necessary for the implementation or development of a mentoring programme.

A review of MBF and PfS Training Resource packs and activities linked to ASDAN accreditation.

Elements include

- ASDAN Accreditation
- Planning and Preparation
- Marketing your programme
- Preparing Mentees
- Examples of how to deliver the training to support staff and encompass different learning styles.
- Resourcing
- Recruitment of participants
- Induction of 'mentors'
- Networking and support
- Methods of evaluation.

- delegates will work in small discussion groups to look at perspectives, experiences, knowledge and understanding before feeding back to their colleagues. There will also be a number of thought provoking exercises that the groups will undertake.

Course information

This course lasts one day. Delegates receive a Mentoring and Befriending Foundation training manual (suited to the target age of their support staff) at the end of the day. Following the training they will be qualified to register as an ASDAN centre and have all the necessary information to administer the ASDAN Mentoring short course. Following the course delegates will be able to develop support links with the MBF regional and national coordinators.

Trainer

The Mentoring and Befriending Foundation (MBF) provides guidance and support to organisations and practitioners involved in mentoring and befriending. As the national strategic body, MBF also works to influence policy and practice in the sector and across government.

The MBF has developed a national infrastructure with regional coordinators established in each of the **nine government regions** with responsibility for engaging with and supporting practitioners in the field.

Paul Wainhouse

Pre-16 Peer Mentoring Coordinator

Paul is the Pre-16 coordinator who facilitates training and networking events to practitioners in education who are wishing to implement a peer mentoring programme. In addition, he offers support to practitioners who are wanting to establish a scheme.

Charlotte Leather

Post-16 Peer Mentoring Coordinator

Charlotte is the Post-16 coordinator who facilitates training and networking events to practitioners in education who are wishing to implement a peer mentoring programme. In addition, she offers support to practitioners who are wanting to establish a scheme.

Cost

£165 per delegate

£125 for second delegate from the same PfS centre

Title of programme

Leadership and Management Initiative for PFS Centre Leaders
'Working Together for Success'

Suitable for

Centre managers with less than two years experience

Elements include

Key areas for consideration will vary according to individual and group need, and are likely to include:

- Vision, values and purpose
- Matching strategic planning and day-to-day management
- Developing leadership and management approaches and skills for centre leaders
- Improving service planning and delivery
- Accountability
- Focus on current and emerging challenges in a way that enables the centre leader to achieve a stronger sense of being "in control"
- Development of the skills of getting the very best out of individuals and teams (managing performance)
- Working in partnerships
- Building and supporting teams, and the sharing of good practice
- Building and maintaining networks
- Identification of areas for action and time to plan for implementation

Course information

This course lasts for six days spread over the academic year.

Trainer

Mike Parkhouse of NAHT

Cost

£630 plus VATpp for all six days, inclusive of all venue costs, meals and refreshments.

Title of programme

Effective Leadership for PfS centre managers

Suitable for

Centre managers with more than two years experience

Objectives:

Effective leadership is now seen to be an essential aspect of the role of every PfS centre manager.

This three-day programme, spread over three terms in 2008/2009, will provide you as a PfS centre manager with the opportunity to reflect on your own personal leadership style and ideas. It will also provide a thorough understanding of how you can effectively apply a range of leadership skills immediately back in your centre. The power of leadership in shaping your own personal development, the development of others in the centre and ultimately the progress of the students will form a central part of the programme. It will enable you to look in some depth at creating and sharing a vision, and how you can use this to both lead and manage effectively.

Elements include:

The programme comprises nine critical aspects of leadership.

1. Understanding more about your own leadership and management strengths
2. Applying time management ideas to everyday work and leadership in the centre
3. Using Action Centred Leadership in the centre
4. Bringing about change and bringing people along with you
5. Articulating a leadership vision and using it to bring about success
6. Using the four competence zones as a leader
7. Applying the Pareto Principle and distributing leadership
8. Motivating yourself and other staff
9. Using impact coaching with the staff you work with and the students.

Course information

This course lasts for three days spread over a term.

Trainer

Tony Swainston taught in schools for 20 years and was an assistant headteacher before working for the DfES, the TDA and Teachers TV. He is the author of four books three of which contain associated DVD support material. These are:

- 'Effective Teachers in Secondary Schools'
- 'Effective Teachers in Primary Schools'
- 'Effective Leadership in Schools'

Tony's fourth book, 'Behaviour Management – Ideas in Action', was published in January 2008.

Tony is the founder of "E.C.M. Connections Ltd".

Tony is a sought after speaker and has facilitated leadership training for a wide spectrum of people in both the public and private sectors. He has worked on the national remodelling change programmes with many headteachers and schools and on National Leadership programmes. Tony has also presented in seven other countries on the theme of 'The Teacher as the Lead Learner'.

Cost

£475 plus VATpp for all three days, inclusive of all venue costs, meals and refreshments.

