

Professional Development Programme 2012



Welcome to our Professional Development Programme! This is full of new - and familiar - events and my team and I look forward to seeing you at EMFEC.

Paul Eeles, Chief Executive

Supporting Young People with Stress - 21 Feb (am)

Functional Skills in Work Based Learning - 24 Feb (pm)

Classroom Learning Support - Maximising Effectiveness - 1 Mar (pm)

Introduction to Investors in People - 1 Mar (am)

Effective Use of VLE to Deliver a Blended Model of Provision - 6 Mar (all day)

Active Learning Approaches to Functional Skills Delivery - 6 Mar (pm)

Interpreting & Applying Application Form Data - 7 Mar (am)

EMFEC/Guild of Bricklayers Annual Conference - 9 Mar (all day) (NHBC Headquarters, Milton Keynes)

Positive Discipline - 9 Mar (am)

Strategies for Raising Attainment and Increasing Retention - 12 Mar (pm)

IfL Event - 12 Mar (pm)

Holistic Approaches to Retention & Achievement - 13 Mar (am)

Give Me More Time - 15 Mar (pm)

Managing a Major Incident - 15 Mar (am)

ICT Disaster Recovery - 15 Mar (pm)

Faiths and Beliefs - 19 Mar (am)

Disability Awareness - 19 Mar (all day)

Maximising Funding Efficiency - 21 Mar (all day)

Don't Stress - 22 Mar (pm)

Inspection - Role of the Nominee - 23 Mar (pm)

Driving Performance through Equality & Diversity - 27 Mar (am)

Procurement for Non-Specialists - 28 Mar (pm)

For more information and to book on any of these events visit our website

www.emfec.co.uk/events

and more

Assessment and Quality Assurance on the QCF - 19 Apr (am and pm)

Managers Managing Stress - 25 Apr (pm)

Performance Appraisal -The Basics - 26 Apr (pm)

Advanced Coaching Skills - 30 Apr (all day)

Behaviour and Attendance - 3 May (am)

Business Continuity - 3 May (pm)

Information Security and Disaster Recovery - 3 May (am)

Coaching to Aid Performance - 9 May (all day)

Evidence Based Learning Conference with Geoff Petty - 10 May (all day)

Complete Solutions for Environmental Management - 14 May (am)

Mindfulness at Work - 15 May (all day)

Help I'm A New Manager - 18 May (all day)

Assertive Approaches to Classroom Management - 22 May (all day)

CPD Measuring the Impact on the Learner Experience - 24 May (all day)

Manage the Media - 28 May (am)

Writing for Impact - 28 May (pm)

Chartered Institute of Environmental Health (CIEH) Accredited Training Programme June & July 2012

26 June (day) **[Level 2 Award in Health & Safety in the Workplace](#)**

28 June (pm) **[Level 2 Award in the Principles of Manual Handling](#)**

3 July (pm) **[Level 2 Award in the Principles of COSHH](#)**

5 July (day) **[Level 2 Award in Principles of Risk Assessment](#)**

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Networks

Did you know that EMFEC runs a total of 15 different networks? They are very popular and represent good value for money at a flat rate of £49 inclusive of lunch and refreshments.

Creative Arts and Media Network
16 May 2012 (venue TBC)

Enterprise Network
25 Apr 2012

Engineering and Construction Network
1 Mar 2012, 12 Jun 2012 (am)

Equality and Diversity Network
24 April 2012

Functional Skills Network
2 Mar 2012, 31 May (am)

IAG Network
11 May 2012

International and HE Network
9 Mar 2012, 30 May 2012

Language Network
16 Mar 2012 (am)

Maths Network
8 Mar 2012, 29 May 2012

MIS Network
16 Mar 2012, 15 Jun 2012 (am)

Personal Assistants' Network
13 Mar 2012

Quality Managers Network
28 Feb 2012, 2 May 2012

Safeguarding Network
22 Mar 2012, 23 May 2012

Staff Development Manager Network
14 Mar 2012

Teaching and Learning Network
23 Feb 2012, 13 Jun 2012

Costs

Breakfast Briefings	£45 flat rate
Networks	£49 flat rate
Half day training	£85 members* £105 non-members*
Full day training/ Conference	£130 members* £170 non members*

*AELP is an Associate Member of EMFEC, and as a result AELP members now benefit from a discounted member rate for EMFEC events.

A purchase order number is required to confirm a place on an event. This number must be provided when the place is booked.

Book now!

www.emfec.co.uk/events

Not too late to book!

[Maximising Funding Efficiency](#)

Wednesday 21 March 2012

[Evidence Based Learning Conference with Geoff Petty](#)

Thursday 10 May 2012

Please note that from 1 April 2012 the cost of our half day events will increase to £85 for members of EMFEC, and £105 for non-members.

Bookings made before 1 April will be at the current rate of £75 and £95.