



Continuous Professional Development



Welcome

to EMFEC's Spring Events' Calendar!

As we go to press, our autumn programme is proving very popular. Highlights include Clive Blanchette's personable overview of the **new Common Inspection Framework** in September, delivered to a packed house. The new CIF is clearly a theme that needs to continue, and in the spring term we have several related events in relation to **safeguarding, equality and diversity and teaching and learning**.

October saw an innovative group of actors at EMFEC, adding an improvised **live performance element** to our first conference for Personal Assistants, attracting over 40 delegates. Normally based in the south of England, the actors enjoyed their trip to the Midlands and will be back in February with their **special take on how to deliver effective presentations**. It will be different!

Skills' development features prominently this term: mentoring skills and a new trainer, Pete Scales, delivering sessions on employability skills and thinking skills. There are also several **free Functional Skills' events**, so do take advantage of these.

Conferencing activity includes an emCETT and EMFEC collaborative event for senior managers on **sustainable high performance**, and a **free event for work-based learning providers** in January.

Do note our new **HE in FE events**, delivered by an experienced IQER advisor who will provide useful templates for delegates to take away.

Last but not least, EMFEC's networks continue to expand. Look out for the following this term: **Equality and Diversity, HE in FE, Human Resources, Personal Assistants, Quality, Staff Development, Teaching and Learning**.

More detail of EMFEC's events can be found at www.emfec.co.uk/events where you can book online; alternatively, if you would like to speak to someone, or ask any questions, please contact Michelle Chesterfield on 0115 8541626 or email michellec@emfec.co.uk.

We look forward to welcoming you to EMFEC very soon!

Best wishes,

Alison Scott (CPD Manager)



CPD Events

Towards Outstanding in Safeguarding

21 January 2010 (am)

Pointing the way to outstanding safeguarding arrangements, the session is designed for those who can influence their organisation's safeguarding policy and practice and will be delivered by an experienced inspector.

Developing Lesson Observations

21 January 2010 (pm)

Designed for current or aspiring observers, a variety of observation skills will be embraced, including how to agree effective action plans to improve the quality of group sessions, 1:1 and progress reviews, all delivered by a highly experienced inspector and observer.

Mediation Skills

28 January 2010 (full day)

As the stresses and strains of the current economic climate bite, it is increasingly important to maintain a positive workforce and to avoid the possibility of lengthy and costly disputes. This is a rare opportunity to be trained by ACAS. ACAS trainers will share key mediation skills to keep your organisation on track.

NEETS: Behaviour and Achievement Strategies

2 February 2010 (full day)

What works? Can you really afford not to consider specific achievement strategies for those learners who have never succeeded before? Obtain a variety of practical ideas and approaches that will make a difference, delivered by a specialist in behaviour management.

Employer Engagement: HE in FE

2 February 2010 (pm)

Delivered by an experienced IQER advisor, this session will focus on the different types of employer and hence the need for a differentiated approach to the training that employers want and need. Using TNAs for SMEs will be discussed. Templates for an Employer Engagement Strategy and an Employers' Handbook will be provided.

Employability Skills

4 February 2010 (am)

Skills have never been so high on the educational agenda. The new CIF emphasises the need for providers to develop their learners' economic and social wellbeing. What does this mean in practice? This session considers ways to integrate employability skills into learning and teaching and to evidence their development.

Effective Presentation Skills

24 February 2010 (full day)

Suitable for those who give presentations regularly and for the petrified presenter, skilled actors will share tips and skills in voice projection. Tried and tested exercises will develop your skills and a small group size will ensure that you receive individualised assistance. Look forward to your next presentation with additional confidence and enhanced skills.

Equality Law Update: The Single Equality Bill

25 February 2010 (full day)

This workshop, facilitated by a specialist consultant, will focus on what the law means for you and for your organisation. There will be advice on how to demonstrate compliance and add value; good practice case studies will be discussed, and there will be opportunities to network and to share good practice.

Developing APEL and ILPs: HE in FE

3 March 2010 (pm)

Providers find APEL complex yet employers welcome it. Discuss the relationship between ILPs and APEL and receive a template for the Accreditation of Prior Experience and Learning to enhance the way you approach APEL, to save you from re-inventing the wheel. Delivered by an experienced IQER advisor, this is an ideal opportunity to improve the quality of your APEL processes.



Peer Networking

'm-learning - It Doesn't have to be Expensive to be Good'

3 March 2010 (am)

The last few years have seen activity and development in the area of mobile learning (m-learning). Sometimes m-learning is very expensive, but it doesn't have to be. Much can be done using cheap equipment (often owned by the learner) such as a mobile phone and music player. This session will explore the potential of this equipment, with a significant hands-on element to try things out.

Mentoring Skills and NLP

10 March 2010 (pm)

This session focuses on the more difficult mentoring skills of how to challenge appropriately in order to move your mentee to a positive way of thinking. Relevant neuro-linguistic programming (NLP) skills will be practised to frame questions that lead to self-improvement.

Getting Creative and Interactive

17 March (pm)

The new CIF emphasises the need to make learning enjoyable. This joint event between EMFEC and RSC-JISC East Midlands will look at methods to make teaching and learning more creative. Making PowerPoint more interesting, using rich pictures and the benefits of story-telling will be experienced in this practical event for teachers.

Thinking Skills in the Lifelong Learning Sector

25 March 2010 (pm)

The introduction of Personal, Learning and Thinking Skills in the new Diplomas has brought the development of thinking skills more sharply into focus. This session examines the theory and suggests practical ways of integrating the development of thinking skills within teaching and learning practice.



Peer networking has clear benefits for all concerned - you learn from each others' experiences, you avoid re-inventing the wheel and it clarifies CPD needs. So, do come with your ideas - you'll be very welcome! All meetings start with a networking lunch from 12.15 pm, followed by a 1.00 - 3.45 pm meeting.

HR Network

9 February 2010 (pm)

Frances Taylor (HR Consultant) attended the autumn network meeting on the topic of wellbeing at work, and there was agreement that the absence of people management skills is the single most powerful cause of stress-related absences and disciplinary issues. How do you approach this in your organisation? Come and share effective methods of training/mentoring/mediation practice with other HR Managers. Frances will also contribute successful approaches from her experience.

Personal Assistants' Network

11 February 2010 (pm)

Going beyond the key principles of good practice in customer care, how can NLP (neuro-linguistic programming) techniques help you to turn negative conversations into a positive dialogue? Typical work scenarios will be used to practise these new skills.

Staff Development Network

25 February 2010 (pm)

Ofsted is keen to see evidence of the impact of CPD. How do you review, measure and evaluate impact, including the impact of induction? Come and share your practice and gather new ideas and approaches from your colleagues.

Teaching and Learning Network

3 March 2010 (pm)

Dave Foord will join us to discuss the explosion of software that has created Mind Maps(R) and Concept Maps. This session will look at combining teaching and learning theory with the principles of Mind Mapping developed by Tony Buzan, and how the software can be utilised to provide innovative and differentiated learning experiences.

Quality Managers' Network

4 February 2010 (pm)

How have colleagues fared in the first batch of inspections under the new Ofsted Common Inspection Framework? Representatives from Tresham College and Gateway VI Form College will share their experiences and provide you with valuable insights.

Equality and Diversity Network

16 March 2010 (pm)

How do we evidence E&D within lesson planning? E&D will be inspected via Outcomes for Learners - what are the implications of this? Come and share ideas for content and develop your practice to make the process meaningful.

HE in FE Network

24 March 2010 (pm)

This network meeting will focus on the need to move higher education from "a model of teaching knowledge to one of enabling learning." Peter Scales, author of "Teaching in the Lifelong Learning Sector," will remind us of why constructivism is key to deep learning.

SPECIAL OFFERS

We have many free events this term; eg, all those associated with the Functional Skills Support Programme. Additionally, all Network meetings can attract a discount of 20% off the total price! Just bring a colleague to a network meeting to receive the discount. This offer also applies if you attend 2 half-day events on the same day.

Other prices:

Half-day CPD events	Members £70.00	Non-members £90.00
Full day CPD events	Members £120.00	Non-members £160.00



Conferencing

Reaching Work-Based Learning Providers

25 January 2010
(10am - 3 pm)

Following generous sponsorship by emCETT and other sponsors, EMFEC is pleased to offer this **FREE** event designed to support WBL providers in identifying their training and development needs. A variety of speakers and stalls will help to inform and update, and creative solutions to funding providers' training needs will be discussed. All WBL providers are very welcome.

High Performing Colleges: What's the Secret?

27 January 2010 (full day)

This is a collaborative venture between emCETT and EMFEC, designed with senior managers in mind, to explore the recipe for success in achieving outstanding organisations. Sponsored by emCETT, the cost of attendance is minimal. High profile speakers, who have achieved the accolade of "outstanding" for their respective organisations, will share their recipes for success.

Cost: £55 per delegate or 3 places for £150.



East Midlands Region



Functional Skills Support Programme (FSSP)

All events are FREE!

Functional Skills in the Offender Learning Environment

26 January 2010 (full day)

Designed for managers, co-ordinators and team leaders from the secure estate, Probation Service and Youth Offending Teams, the training will focus on managing Functional Skills, providing opportunities to discuss approaches to Functional Skills, success factors, challenges and quality assurance in the offender learning environment.

Functional Skills Training: Managers

3 February 2010 (full day)

For post-16 learning providers, Functional Skills managers and co-ordinators, the event will focus on managing and co-ordinating Functional Skills and provide workshop opportunities to consider whole organisation approaches, challenges and quality assurance.

Functional Skills Network Event

3 March 2010 (am, followed by lunch)

Functional Skills Network events provide practitioners and managers with the latest information available on Functional Skills and the national support programme.

Attendance at the spring term Network event gives practitioners the opportunity to network and contribute to regional support planning. The agenda includes:

- information on the support programme 2010
- a national update
- discussing the key challenges
- sharing of best practice.

This Network event will also provide practitioners with an opportunity to learn about the three successful LSIS Development projects in the East Midlands, ask questions, and share best practice with project personnel.

Functional Skills Training: Practitioners

9 March 2010 (full day)

For practitioners involved in the delivery of Functional Skills, the event will focus on practical approaches to delivery, embedding and quality assurance. Afternoon workshops will provide participants with opportunities to gain a deeper understanding of specific topics, share best practice and learn about new and existing resources.



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