



Bite'Z - Personal Development Workshops

Bite'Z workshops from JamBerry Ltd, are a simple and easy way to acquire new skills and to brush up on existing ones. In a busy working environment, taking time out to attend training courses can seem onerous and difficult. Bite'Z workshops are therefore designed to be short, sharp and focused to ensure that participants get the most out of a session, without eating into their precious time more than is necessary, but deliver great results.

Timed to fit into your day

Each workshop lasts no more than two hours and can be run at times of the day to suit the business environment. So for example, many small businesses prefer to attend courses either first thing in the morning, or in the evening. Some companies like to run workshops over lunchtime.

Bite'Z workshops include:

- ✓ Presentation Skills – make more effective presentations
- ✓ Networking for Success - find out how to get more from networking
- ✓ Managing People – how to work more effectively with colleagues and customers
- ✓ Communications skills – learn to communicate better with others
- ✓ Customer Service – an introduction to customer service
- ✓ Kick Start Your Business – an introduction to marketing
- ✓ Creativity and Innovation at Work – get your creative juices flowing
- ✓ Manage Your Time – make the most of your time
- ✓ Stress Management – ensure that you are aware of the effects of stress on you, your colleagues and your staff and how you can avoid the impact.
- ✓ Work/Life Balance – have you got your work/life balance about right? If not, how can you work to get it back on an even keel?
- ✓ Health and Safety – an introduction to risk management
- ✓ Health and Safety – manual handling

Meeting your business needs

Our Bite'Z workshops can be tailored to meet the specific needs of your business and offers individuals an exceptional opportunity to develop their skills while having fun at the same time. Each workshop is a complete session in its own right, but can be run in a series as part of a programme of ongoing development.

Examples

Typical situations in which a Bite'Z workshop can help:

- ✓ New staff joining an organisation
- ✓ Newly promoted staff to management level
- ✓ As a refresher on a subject
- ✓ Dealing with stress at work
- ✓ Managing work/life balance
- ✓ Being more assertive
- ✓ Building confidence
- ✓ Dealing with change
- ✓ Building teams
- ✓ Dealing with difficult people

Why JamBerry?

Because we fully understand the needs of modern business as well as the best methods of delivering effective training. We adopt a highly interactive style to ensure that all attendees are active participants and that every aspect of our training is relevant, realistic and practical.

For more information and advice call Berry Winter now on 08450 945584