



**CONSULTING
SKILLS
COURSE**

A joint presentation by (c) 2001-2011 The Voice Business & Allen Management Solutions Pty Ltd.

"Thought this course might be useful to you guys too.

It more of an off-site 3 –day event type course. It's been run successfully with another major corporate player recently (a large insurance company), and they said it was exceptionally helpful to their people who have to act as "internal consultants" to each other. Apparently, it made it much easier for them to communicate, deliver information successfully and get some good motivational power going in the group.

You guys are probably perfect already though! Still, it's worth a look."-**Manager**

Course Objectives

The course aims to help you:

1. Think about and

Consultants can consult in different ways. Some operate as experts in a particular field. They do studies *for* their clients, write reports *for* them and then make recommendations *to* them.

While this is a model that is very effective in certain situations, we will be pursuing an approach that is more akin to coaching or facilitation.

This orientation involves working *with* clients to help *them* produce outcomes. It requires a set of skills and expertise that is rather different. So you will learn how to facilitate and practice coaching behaviours and work *with* your clients.

2. Learn and

Within the context of the coaching style of consulting you will improve your capabilities to:

- Facilitate
- Work in and with teams
- Manage projects
- Manage relationships
- Design research
- Conduct research
- Interview
- Analyse information
- Present
- Make things happen

3. Work on some real case studies

Four case studies will be used through the course to make the material directly relevant to your organisation's current issues. These case studies will help focus the application of the skills and techniques. This also means that the course can kick start some real business improvements immediately after the course.

Duration of each session:

Half Day (4 hrs) - Basic skills

Full Day (8 hrs)

Participants:

Ideal number of participants: 4-12

All prices-subject to negotiation-preparation and customisation charged separately.

Half Day:

\$3750 + gst (estimate per group)

Full Day:

\$6500 + gst (estimate per group)

Two day:

\$12000 + gst (estimate per group)

Payment Accepted:

Cash Cheque Invoice AMEX VISA MC BC

Location-Onsite or Offsite Venue-To be announced

Tapes/CDs and Work notes included

This Course - To print a copy

To make booking



Call (02) 9957-4208