

BPIF
TRAINING

A group of diverse professionals in a meeting, with a man in a checkered shirt pointing at a laptop screen. The image has a warm, orange-red tint. The man is in the foreground, looking intently at the laptop. A woman next to him is smiling and looking towards the screen. Another woman is visible in the background, also looking towards the right. The setting appears to be a modern office or training room with large windows in the background.

HIGHER
OPERATIONS OR
DEPARTMENTAL
MANAGER



BENEFITS

BENEFITS FOR EMPLOYERS

Benefits for employers include:

- Delivered digitally by an experienced team of trainers using government funding
- Develop improved communication and interpersonal skills
- Develop greater strategic thinking
- Improved business performance
- Increased motivation for delegates
- Visible commitment and investment for delegates and their teams
- Helps with career progression planning
- Helps with succession planning

BENEFITS FOR LEARNERS

Benefits for learners include:

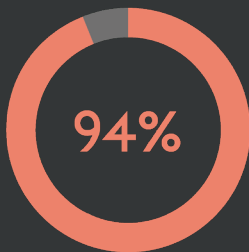
- Improved knowledge, skills and behaviours to improve performance
 - Help with career progression
 - Increased job satisfaction
 - Increased confidence
 - Raised profile within your organisation
 - Platform for further learning and progression
 - Recorded workshops that fit in around your working pattern
 - Connected learning tracked digitally by an online portfolio
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COURSE CONTENT & KEY THEMES

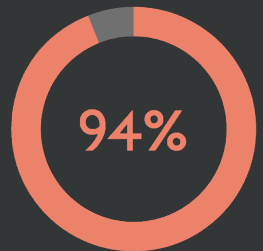
The course has been designed to cover the 25 key areas of knowledge, skills and behaviour required to be an effective operations or departmental manager.

KEY THEMES INCLUDE:

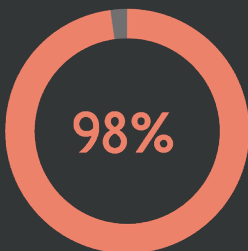
- ♦ Leading people
- ♦ Managing self, people and teams
- ♦ Building relationships
- ♦ Communication
- ♦ Delegation
- ♦ Problem solving
- ♦ Decision making
- ♦ Project management
- ♦ Operational management
- ♦ Finance
- ♦ Behaviours
- ♦ Interpersonal skills



Of Employers felt that BPIF Training delivers training that is up-to-date, relevant and meets industry standards.



Of Apprentices felt that they received feedback that helped them to improve.



Of Apprentices would recommend BPIF Training to a friend.



Of Employers would recommend BPIF Training to another employer.



COURSE SUPPORT

The course consists of the following support:

- ◆ Planned online workshops and regular formal reviews
 - ◆ Bespoke programme to cater for slower and faster achieving learners
 - ◆ One-to-one sessions to meet the needs of individual learners
 - ◆ Specialist support for learners with special educational needs and/or disabilities
 - ◆ Helps with career progression planning
 - ◆ Telephone, email and video support - 5 days a week
 - ◆ Access to the Virtual Learning Environment (VLE) - 7 days a week
 - ◆ Access to the E-Portfolio System - 7 days a week
 - ◆ Access to the Maths and English E-Learning System - 7 days a week
 - ◆ Access to the BPIF Skills Hub E-Learning System - 7 days a week
 - ◆ An assigned personal tutor
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