




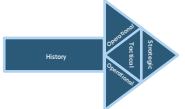

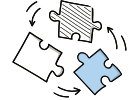
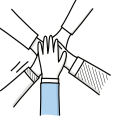



Leading a High Performing Team Workshops

<p>1. Site training dates set in calendar</p> <p>Pastoral care template with client during scoping process</p>	<p>2. Learner registration completed at sites</p> <p>attendee registrations completed by site training managers 2 weeks prior to workshop 1</p>	<p>3. About Life send welcome email to learners</p> <p>Welcome to: 'Leading a High Performing Team'</p>	<p>4. Confirm requirements of venue & catering</p>	<p>5. Pre-workshop clip Setting the scene & expectations</p> <p>1 week prior workshop</p>	<p>6. 'Leading a High Performing Team' Workshop 1</p>
<p>6 days??</p>  <p>Sign & return general services agreement to secure date.</p>	<p>Learner registration with About Life</p>	 <p>Welcome email includes workshop overview</p>	<ul style="list-style-type: none"> Send out venue requirements checklist to be held offsite room size 10mx10m 	<p>Sent to:</p> <ul style="list-style-type: none"> Learners Up-line managers 	 <p>Interactive learning workshop</p> <p>Cover pastoral care with learners</p>
<p>7. Up-line managers' clip 'How to support your learners'</p>	<p>8. Pre-workshop 2 clip 'Keeping the learning alive'</p> <p>1Sent following workshop</p>	<p>9. Workshop 2</p> <p>4-6 weeks after workshop 1</p>	<p>10. Post-workshop 2 clip - refresh key learnings & provide coaching template</p> <p>Sent out following workshop 2</p>	<p>11. Learner feedback collated & reported to</p>	<p>Monthly eligibility check for unit standards</p>
 <p>Hot tips to support & sustain learning</p> 	<p>A review of key learnings from workshop 1 & intro to workshop 2</p> <p>Sent to learners</p> 	 <p>'Leading a High Performing Team' Day 3 workshop</p>	 <p>Sent to learner & their up-line manager</p> 