



## Career Coaching for Heads Claim up to £1000 subsidy for training

The term 'career' means different things to different individuals: for many it includes balancing their work career with life choices, and the decisions we make can have a significant impact on the success of ourselves and those around us.

At the People Development Team, we specialise in supporting individuals to understand their strengths and aspirations within their current and future career choices. Through **interactive workshops** or **1:1 coaching**, our trained career coaches work with you to enable you to:



- Understand how to drive your future to achieve your aspirations
- Identify what is important for you and how to achieve a balance between your career and other areas of your life
- Use your strengths to your best advantage and maximise your opportunities
- Turn challenges into positives
- Define a plan to enable you to achieve your career goals

Offered as group workshops or individual coaching sessions depending on your personal preferences, the following **funded** options are available:

Coaching options	Course cost	You claim back	You pay
1 day career workshop	£500	£500	£0
1 day career workshop plus 1 hour telephone coaching	£700	£600	£100
Two 2 hour face to face career coaching sessions	£1200	£850	£350
Three 2 hour face to face career coaching sessions	£1800	£1000	£800

If you are interested in attending the above, **please email [colin@people-development-team.com](mailto:colin@people-development-team.com) as soon as possible. You will need to confirm your attendance by 13th June.** Workshops and individual coaching sessions will be held between September and November 2008.



# PEOPLE DEVELOPMENT TEAM

## To claim funding:

In order to **claim funding**, required paperwork and criteria need to be completed before the end of the school year. Criteria are detailed below

- Schools who have already been supported through the previous leadership and management funding from Train to Gain are not eligible
- Up to **£1,000** is available to Heads or senior managers; Up to £500 for a Head without contribution from the School; A further £500 for the same Head or another member of the senior team providing the school matches the contribution
- In order to claim funding you will be required to **complete paperwork** outlining your objectives and development needs. These objectives and needs can be agreed with you and your coach during a telephone induction call.
- **In order to fit in with the end of school year, the following areas will need to be completed by identified dates**

Attendance confirmed	<b>by 13<sup>th</sup> June</b>
Pre course telephone induction	<b>16<sup>th</sup> – 20<sup>th</sup> June</b>
Paperwork completed and sent	<b>by 20<sup>th</sup> June</b>
Invoice paid	<b>by 30<sup>th</sup> June</b>
Claim form completed and sent (with receipted invoice)	<b>11<sup>th</sup> July</b>