

# THE PROFESSIONAL CONSULTANT

Leading to the Certificate in Mgt Consulting Essentials



**Dear Participant,**

The ability to create value and deliver change has become a 'must have' in these challenging times. This course enables you to transform organisations through world-class consulting frameworks.

This course also allows you to work towards professional qualifications in consultancy. These are the CMCE (Certificate in Management Consulting Essentials), Diploma in Management Consultancy (DMC) and CMC (Certified Management Consultant).

Please call me on 020-8883 1423 if you wish to discuss your specific requirements.  
**Laura Robertson, Course Director**

**3 Day Course at the:  
Institute of Directors**  
116 Pall Mall, London SW1Y 5ED  
(Near Charing X Station)  
**Course Timings (all 3 days):**  
09.30 Start  
17.00 Close  
Lunch & Refreshments Included.

## 3-DAY PROGRAMME

- Day 1. Core Consulting Frameworks:**
- The consultancy cycle and profession
  - Managing clients and their expectations
  - Scoping & developing consultancy briefs
  - Core analytical frameworks
  - Key strategies for stakeholder management
- Day 2. Problem Solving Tools & Techniques:**
- Consultancy research & data management
  - Dealing with incomplete information
  - Core consultancy tools & techniques for:
    - Policy and strategy
    - Organisational development & HR
    - Risk management
    - Productivity (including lean operations)
    - Quality management
    - ICT projects
    - Performance management
  - Innovation and creative problem solving
  - Option appraisal
  - High impact reports & presentations
- Day 3. Achieving Results:**
- Change management tools & techniques
  - Developing effective partnerships
  - How to secure continuous improvement
  - Rescuing stuck or failing projects
  - Developing a consultancy practice
  - Marketing consultancy services
  - Consultancy qualifications
  - Developing your career as a consultant

## KEY BENEFITS

- Comprehensive Delegate Pack:**
- Complete set of course notes
  - Electronic consultancy process templates
  - Copies of interactive workshop records
  - Access to our evolving knowledge base
- Client Management Skills:**
- Techniques to rapidly build credibility
  - Persuading and dealing with difficult clients
  - How to run problem solving workshops
  - Professional networking
- Tools and Techniques:**
- World-class consultancy process model
  - Techniques for developing strategy & policy
  - Organisational development frameworks
  - Methods to boost productivity & quality
  - Creative problem solving techniques
  - Approaches to consultancy fact finding
  - Change management frameworks
- Real Consultancy Case Studies & Examples:**
- Corporate strategy
  - Competitive strategy
  - Outsourcing
  - Strategic marketing
  - Process re-engineering
  - Asset investigations
  - Service reviews
  - Financial analysis
  - Accommodation reviews
  - Restructuring
  - DIP / workflow
  - Mobile working
  - Major ICT projects
  - Feasibility studies
  - Lean services
  - Start-ups
  - Option appraisals
  - Venture capital
  - Joint ventures
  - Social enterprises
  - Project rescue
  - Turnarounds

## LEAD TUTOR

**Mark Law**  
MSc CEng FIMechE  
FCMC MCIM TVM

Mark is a seasoned strategy & general management consultant:

- London Business School
- Big 6 consultancy clients
- Private & public sector clients
- £550m+ in client value added
- £220m+ venture capital raised
- CEO / Board level experience
- Expert team facilitator
- Consults in numerous industries
- Pioneered new OD techniques
- Complex projects & programmes
- Consults, trains and facilitates

Mark started his career in oil field exploration with Schlumberger in the North Sea, Adriatic and Mediterranean. He is a Chartered Engineer, Chartered Marketer and a Certified Value Practitioner.

Visit [www.amskills.com](http://www.amskills.com) for details or call for references.

## SOME CLIENTS

"One of the best courses I have ever attended. Thank you."  
Steve Walden, West Sussex CC

### Booking Form (please copy for each delegate):

Name \_\_\_\_\_

Date: [ ] 30 Jun - 2 Jul 2010 [ ] 2-4 Aug 2010 [ ] 6-8 Sep 2010  
[Tick] [ ] 4-6 Oct 2010 [ ] 1-3 Nov 2010 [ ] 1-3 Dec 2010

Title \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

### THE PROFESSIONAL CONSULTANT

Organisation \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Visit [www.amskills.com](http://www.amskills.com) to download a booking form or email [laura@amskills.com](mailto:laura@amskills.com)

Course fee per delegate: £1,295 + VAT  
CMCE application fee: £250 + VAT [ ] Please Tick



**Advanced Management Skills, 4 Onslow Gardens, London N10 3JU Tel 020-8883 1423**

Terms and Conditions: Courses are payable in advance. In the event of course places being cancelled or deferred, 50% of the fee is payable if less than 6 weeks notice given prior to start of course and full fee if within 4 weeks. Delegate substitutes accepted. Course content subject to improvement.