

THE PROFESSIONAL CONSULTANT

Face-to-Face Course Led by World Class Practitioners



Advanced Management Skills



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 prepares you for the Certificate in Management Consulting Essentials (CMCE) and is the first course towards the Diploma in Management Consultancy (DMC) and Certified Management Consultant (CMC).

Please call me on +44 20 8883 1423 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 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 (or visit www.amskills.com):

Name _____
Date: [] 05-07 Mar 2012 [] 04 -06 Jun 2012 [] 05-07 Nov 2012
[Tick]
Title _____ Phone _____
Email _____

THE PROFESSIONAL CONSULTANT

Organisation _____
Address _____

Postcode _____

Book by calling: +44 208 883 1423
or email laura@amskills.com

Course fee per participant: £1,295 + VAT
CMCE registration & support fee: £250 + VAT []
Please Tick

Advanced Management Skills, 4 Onslow Gardens, London N10 3JU Tel +44 20 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. De4legate substitutes accepted. Course content subject to improvement.