

## Emerging Managers Programme Open Group 1 2025\_online

Registration Link:

Session	Title	Date	Time
Induction	<b>Induction</b> <b>Trainer: Susan Thornton</b>	Fri 24 Jan	2.00 - 3.30pm

<b>Module 1: Effective Team Player</b>		<b>Trainer: Susan Thornton</b>	
Session 1	Value of Teamwork	Tues 28 Jan	2.00 - 3.30pm
Session 2	Team Roles & Responsibilities	Thurs 4 Feb	2.00 - 3.30pm
Session 3	Stages of Team Development	Tues 6 Feb	2.00 - 3.30pm

<b>Module 2: Communicating with Impact</b>		<b>Trainer: Susan Thornton</b>	
Session 1	Effective Communication Skills	Tues 11 Feb	2.00 - 3.30pm
Session 2	Communication Styles	Thurs 13 Feb	2.00 - 3.30pm
Session 3	Managing a Difficult Conversation	Tues 18 Feb	2.00 - 3.30pm

<b>Module 3: Time Management &amp; Decision Making Susan Thornton</b>			
Session 1	Prioritising Workload	Tues 25 Feb	2.00 - 3.30pm
Session 2	Time Management Tools & Techniques	Thurs 27 Feb	2.00 - 3.30pm
Session 3	Decision Making	Tues 4 March	2.00 - 3.30pm
Assessment	<i>Skills Demo: Part A - Team Presentations</i>	Tues 4 March	3.30 - 4.30pm

<b>Module 4: Understanding Self &amp; Others</b>		<b>Trainer: Tricia Cunningham</b>	
Session 1	Introduction & Report	Thurs 6 March	2.00 - 3.30pm
Session 2	Different Types Explored	Tues 11 March	2.00 - 3.30pm
Session 3	Different Types Explored cont..	Thurs 13 March	2.00 - 3.30pm

### Assessments - Submission Deadlines

	Submission Deadline
<u>Skills Demonstration</u>	
Part A - Team Presentation	4th March
Part B - Feedback Form	12th March
Part C - Self Assessment	12th March
Part D - Written Assessment	20th March
<u>Report</u>	3rd April
<u>Case Study</u>	17th April