

metskill

part of the SEMTA Group

Metals Industry Leadership Development Programme

For managers, team leaders and supervisors

Skills development and competence assessment in:

- leadership • building effective teams • health and safety
- performance management • discipline and grievance • quality management
- effective communication • managing change



Developed **by** the metals industry **for** the metals industry



Leadership Development Programme

Introduction

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The Leadership Development Programme is part of a suite of training programmes developed by employers in the metals and engineering industries. It is designed to help companies achieve a modern and productive workplace culture, to

improve business success and stay competitive. Developing the skills and knowledge of team leaders, managers and supervisors is vital to achieving this.

Business Benefits

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Over 200 metals and engineering companies are already using the Leadership Development programme and report significant benefits to their bottom-line.

Upon completion, your team leaders will have developed the essential skills to:

- improve process efficiency and drive down costs
- implement and manage flexible working methods and teamworking
- increase individual employee motivation and performance
- effectively communicate company objectives
- solve problems and make effective decisions
- lead continuous improvement.

Programme Delivery

Programme Delivery

The programme combines first-class training with on-the-job assessment in one easy to access package:

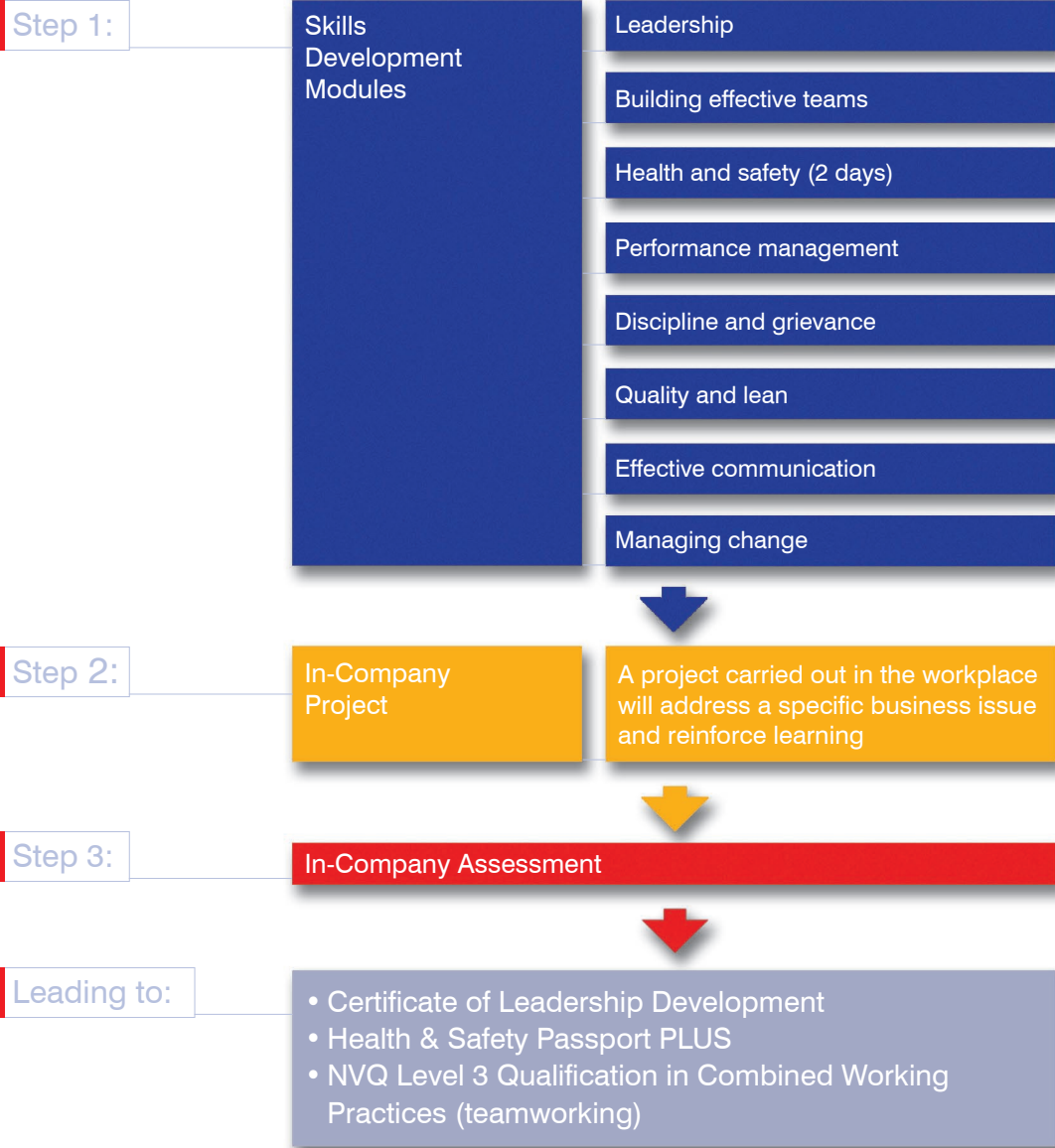
- training is delivered through group workshops to encourage active participation
- all practical arrangements and administration are taken care of, including NVQ unit registration and certification
- training and assessment is delivered, wherever possible, at times and durations that are most convenient to your company
- full tutor and mentoring support is provided throughout
- a high quality practical candidate workbook covering each module is provided, that candidates can keep and use time and time again to refresh their learning.

Leadership Development Programme

Programme
Content

Programme Content

The programme is designed to help employees develop the essential personal and occupational skills that will enable them to be an effective teamleader.



Company
Commitment

Company Commitment

The time requirement for candidates to complete the programme is 9 days off-the-job training over approximately 9 months. Candidates must complete all of the modules listed above, the in-company project and the competence assessment. Assessment will take place through observation of each candidate's normal working activities. In addition to the support offered by the trainers and assessors, it is required that companies nominate a suitable mentor for the candidate(s) to assist the learning process.

Health & Safety
Passport PLUS

Health & Safety Passport PLUS

The Leadership Development Programme incorporates the Health & Safety Passport PLUS. This is the industry's certification scheme that ensures employees at a supervisory level have the ability to support health and safety procedures and ensure the effective implementation of good health and safety practices throughout the workplace.

Metals Industry Leadership Development Programme

Views from users across the metals industry ...

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focusing effort on the business plan ...

"From the very first programme, which involved 44 candidates, we've had some very positive comments from area management. In particular they have noticed a more proactive and questioning stance on health and safety from the team leaders, improved ability to deal with people/discipline issues and a great deal more confidence in them generally."

*Liz Hazelhurst, HR Advisor
Corus Engineering Steels*

improved leader confidence ...

"We had been looking for something to help support our team leaders in their first-line manager roles, and the underpinning knowledge the programme provided was exactly what was needed. Our candidates each had varying levels of experience, but all found the course content totally relevant to their responsibilities and are now more confident in their leadership skills."

*Lesley Morgan, Training &
Development Manager
Orb Electrical Steels*

new business options ...

"We've found the Leadership Programme highly effective in cultivating the leadership and management skills of our shift managers, and as a result, the business now has increased options in areas such as succession planning."

*Michael Hood, Human Resources Manager
Corus Engineering Steels*

Other companies using the Leadership Development Programme include:

- Allvac
- Apollo Metals
- Bridon International
- Caparo Merchant Bar
- Corus
- EWS (Manufacturing)
- Firth Rixson Forgings
- Joseph Ash Galvanising
- Metsec
- Sandvik Metinox
- SAPA Profiles
- Sheffield Forgemasters
- Siddall & Hilton
- Steel & Alloy Processing

Candidate Fees

For information on candidate fees and current grants or funding available for the Leadership Development programme in your area, please contact MetSkill.

For more details contact:

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