

## Career Enhancement Programme FREE three-day course

Wednesday 30 September 2015  
Wednesday 4 November 2015  
Wednesday 2 December 2015

“Transformational”  
“Empowering”  
“Thought-provoking”

Venue: The Royal College of Surgeons, Edinburgh

Jointly organised by Equate Scotland and Semta (the Skills Sector Council for Engineering and Advanced Manufacturing), the Career Enhancement Programme is a free three-day course, designed for women working in these sectors.

It provides in-depth career development, focusing on identifying achievements and strengths, effective communication, and unlocking leadership potential.

### What's in it for you?

Attendance on the course will bring benefits to both employers and employees.

*If you're an employer keen to develop your female workforce, the course will...*

- Give your staff access to a FREE in-depth career development programme
- Help you grow your business and make you more competitive, by developing your workforce and filling skills gaps
- Demonstrate your commitment to staff-development, making you an employer of choice able to attract and harness the best talent available
- Improve staff motivation and skills, increase productivity and reduce turnover.

*If you're a woman wanting to progress your career in engineering, the course will...*

- Help you to identify more clearly your strengths and skills, and how to use them for positive outcomes in the workplace
- Encourage you to clarify short- and long-term goals for career progression
- Improve your communication and self-presentation skills, so you can confidently represent yourself and your company at the most senior of levels
- Allow you to learn alongside and be supported by a group of like-minded women, as well as meet and network with industry role models.

## Course content

### What have I got going for me?

This will enable you to identify your achievements, strengths and transferable skills through a range of interactive exercises. We use different techniques such as the internationally recognised Myers-Briggs profile to help you understand your strengths.

### How can I communicate more effectively?

Effective communication is a key skill. Our programme provides an overview of different communication styles, allowing participants to identify their own strengths and weaknesses. You will learn more about your own pattern of communication and how you can develop your skills to positive effect in the work place.

### How can I develop my leadership potential?

We de-mystify leadership by exploring what people really want from their leaders. With a focus on positive self-presentation, we will provide participants with the opportunity to present an evidence-based outline of how they can make a positive impact in their work area.

"This course has helped me more than I ever imagined. I loved meeting and interacting with new people and the opportunity for self-reflection was extremely useful"

"It has given me back my confidence and increased my own sense of value"

"It has transformed my ability to change from a confused employee to one who knew how to achieve things for myself and the organisation"

### Apply for a place now:

Places on the course are strictly limited, and we are therefore not able to offer them on a first-come first-served basis. If you are interested in attending, please complete our quick and easy [application form](#) telling us how both you and your employer will benefit from your attendance.

Closing date for applications is **Friday 10 July 2015.**

Full details available at: <http://www.equatescotland.org.uk/women/getting-top>



Equate Scotland is funded by Scottish Government, CITB, Big Lottery and Edinburgh Napier University

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