



MIME Solutions – Training Courses

E. CONSULTANCY		
E.1 Introducing the Consultancy Toolkit	Introduction to the consultancy lifecycle and the skills, knowledge and tools which are required to progress through each phase	A person who is becoming involved in the design and delivery of organisational change
E.2 Communications Planning	A practical session to develop a customised communications plan for an organisation or a change project/programme	A person who is becoming involved in the design and delivery of organisational change
E.3 Facilitation – Design and Delivery of Workshops	Introduction to the facilitation process. Understanding the various phases in facilitating a successful workshop: launch, design, delivery and review. Understanding the variety of facilitation styles and the appropriate situation to use each.	A person who is becoming involved in the design and delivery of organisational change
E.4 The Change Management Toolkit	Introduction to a basic change management toolkit containing a variety of tools and techniques for the identification, design and delivery of business change.	A person who is becoming involved in the design and delivery of organisational change