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**LEVELheaded
Inspiring
Learning & Development**

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Welcome to your LEVELheaded L&D brochure

Each year we inspire the learning and development of people who work in not for profit organisations

We support you through L&D programmes, team sessions, off-sites, facilitation and coaching; from activities that support senior leadership teams in devising and achieving their strategies to wellbeing and resilience courses for everyone

Here we present a selection of activities and interventions that will support your organisation and we will work with you to ensure your solution is bespoke to achieve your L&D aspirations

Contents



We are LEVELheaded

New for 2019

We are delighted to introduce our new programmes for 2019

Gravity

Presence

Mental Health and Wellbeing at Work

All Change

Influence

The Classic Collection

Emotional Resilience

Project Management

Train the Trainer

Powerful & Engaging Presentations

Management Development

From the manager's essentials to bespoke full modular programmes

Leadership Development

Programmes, Coaching, Facilitation, Senior leadership team days, Brand

Talent Development

Bespoke talent development programmes for your succession planning

Personal Development

Putting your best self forward

Managing Time for Real Results

Negotiating Win Wins

We are LEVELheaded

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Liz Burgess

L&D Specialist

Liz' lengthy tenure at LEVELheaded is testament to her commitment to supporting people to learn new ways of working, from 'Project Management' to 'Self-management'.

Her experience across a broad spectrum of roles means she's developed smarter ways of doing meaningful work. Liz just wishes everyone had time to invest in their development and delights in equipping people to put what they've learned into practise.

Haiku

Liz of many worlds
Masters smarter working ways
Inspiring learning

liz@levelheaded.org



Sean Murphy

L&D Specialist

With Sean, the training will be better than you thought possible because he's committed to learning with you. His focus is on the application of the theory to make a practical difference to your performance.

For him, success is when credible people feel bold, brave and impactful and have honest and transparent conversations that help others achieve their goals.

Haiku

Sean the accomplished
He's building a brave, bold world
You'll explore with him

sean@levelheaded.org



Mono Jethwa

L&D Specialist

Mono's committed to supporting others to enjoy learning and loves the thrill of steering them around their barriers and supporting them to achieve their goals.

He's eager to get it right for learners and is unerringly committed to gaining honest feedback which he acts on to ensure his interventions make a real difference to people's performance and to their self-belief.

Haiku

Mono plunges in
Makes a large splash - and ripples
They last forever

mono@levelheaded.org



Paula Bishop

Coordinator

Paula is at the centre of our hub, pulling us together and ensuring that our admin is en pointe.

She applies the same rigour to the gathering, grinding and mixing of spices to produce her authentic curries: Thai and Indian.

Paula is also very sociable and joins us for programmes occasionally, in her quality assurance role for LEVELheaded.

Haiku

Paula the stickler
Pestle and mortar grinding
She'll lift your spirits

paula@levelheaded.org

A vibrant field of yellow flowers, possibly buttercups, with tall, thin green grass stalks in the foreground. The background is a soft, out-of-focus expanse of yellow and green.

| New for 2019

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Gravity

Definitions of 'gravitas' include: "Importance and seriousness of manner, causing feelings of respect and trust in others"

Let's explore the key components of gravitas: those that come from within and the ones perceived by others. We'll use tools and techniques to enable us to dial up the components and increase our gravitas



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Presence

Turn up confident and excited even when you're outside your comfort zone

We'll examine the social psychology of presence and practise techniques to master your nerves and project authentic self assurance



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Wellbeing at Work

In today's challenging and busy work environments, it's easy to lose balance and become stressed and unproductive

We will help you to rebalance your well being by enhancing your natural coping style and introducing you to tried and tested techniques. Our aim is to help you feel fit for the demands in your life now and in the future



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Our Change programmes are designed with you to ensure we address the specific challenges of your organisation's proposed or current change

From mergers and acquisitions to departmental transformation, we'll work with you to promote best change management practise and to help you support your people through change

All Change



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Influence

What is 'influencing'? We'll explore the pervasiveness of influencing and then use some of the techniques of key influencers to plan our approach to prepare us to practise, practise, practise

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| The Classic Collection

Emotional Resilience at Work

We'll examine the traits of emotionally resilient people and assess and celebrate our own strengths

Developing skills to build self awareness and 'noticing' our thinking errors will enable us to choose helpful thinking and diminish emotional contagion

Finally, we'll focus on developing personalised plans to build resilience and wellbeing



Project Management

We tailor our programmes to support organisational approaches and use industry standard best practise

Developing skills to give your people the confidence to ensure they use your resources efficiently to achieve successful outcomes

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Train the Trainer

We'll develop your people to design and deliver engaging training sessions

With a focus on: assessing, evaluating and transferring training into the workplace, we promote efficient and effective training practise

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Powerful & Engaging Presentations

Plan, design and present powerful and inspiring content

Turn up and tune in to engage your audience, ensuring your message is memorable and your call to action compelling



Management Development

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Management Development

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The Role of the Manager
Managing at your Best
Coaching for performance
Diversity and Inclusion
Managing Change
Managing Performance
Engaging your People



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Leadership Development



Developing a
Coaching Culture

Individual
Executive
Coaching

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Example Activities

Senior
Leadership Team
Away days

Psychometric
testing

&

360 Feedback for
Leading at your
Best

Managing
Performance
&
Mediation

Your Brand and
Tone of Voice

Congruent
communications

An underwater photograph of a sea turtle swimming towards the surface where bright sunlight is breaking through the water, creating a dramatic lens flare effect. The water is a deep blue-green, and the bottom of the frame shows dark, rocky terrain.

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| Talent Development



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Performance Development
Talent Conferences
Talent Academies
Mentoring Programmes
Succession Planning

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**Personal
Development**

Putting Your Best Self Forward

Opportunities to think about how
we create the best impression from
CV to LinkedIn profile

Setting our development goals

Planning our career and being able
to see changes as new adventures

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Managing Time for Real Results

Get the most from your time using:
Habits of highly effective people
Prioritising principles
Planning
Flow
and eliminating distractions



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Our Bespoke Approach

We'll work with you to ensure we design the
tailormade intervention that works best for
your people and your organisation

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Reading Room



The background of the entire slide is a photograph of a sunset over a body of water. A path or pier extends from the foreground into the water, leading towards the horizon where the sun is setting. The sky is a mix of orange, yellow, and blue, with some clouds. The water reflects the colors of the sky.

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We're looking forward to working with you soon

Please contact Paula:

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