



# HUMAN RESOURCES AND DEVELOPMENT CONSULTANCY

Employee engagement for business growth



People are imperative to the success of your organisation. An engaged workforce is productive, operates efficiently, and has high levels of staff retention. When your people grow, your business grows. An engaged, experienced workforce is the bedrock for a better bottom line.

Pennington Choices' expert HR consultants provide a range of services aimed at developing staff, building effective teams, improving staff retention and increasing staff engagement. These include:

- **Management development programs**
- **Continuous performance improvement**
- **Personality profiling (TotalSDI)**
- **HR essential skills programme**
- **Developing an I-culture**
- **Mini masterclasses**



Pennington Choices are a national consultancy, working across many different sectors across the UK.

Traditionally offering property surveying and consultancy, we are testimony to our HR and development service, winning two Employer of the Year awards within the past year. In 2019 we achieved a two star accreditation from Best Companies, where 91% of staff agreed that 'the experience I gain from this job is valuable for my future' and 93% of staff agreed 'my team is fun to work with'.

**Contact us for expert advice  
or a FREE quotation**



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**pennington.org.uk/  
professional-services/HR**

People are not the most important asset of a company  
- they are the company. Everything else is an asset.

ADRIAN LEVY, IVEY BUSINESS JOURNAL

## OUR SERVICES

Asbestos | Building & Quantity Surveying | Consultancy | Fire Safety  
Energy & Sustainability | Gas & Electrical Compliance | Training | Recruitment Services

# Courses Overview

## Management development programme

Tailored to suit your business' needs. Managers and leaders, or those aspiring to be, are equipped with the confidence, insights and practical skills to enhance their performance. The programme covers:

- Creating buy in; Goal setting.
- Managing change and improvement.
- The management of performance.
- Personality profiling (TotalSDI).
- Getting your communication right; Coaching, mentoring, instructing and action learning.
- Giving effective feedback.
- How to 'do' delegation.
- Leadership Vs. management.
- Managing yourself; time tasks, behaviours.
- High performing teams.

## Continuous performance improvement

A half day training course focused on achieving success through effective performance management. The course covers:

- The art of coaching.
- Developing a feedback culture.
- Engaging in active listening.
- Skills and techniques to enable high quality conversations.
- Handling challenging situations.

## Personality profiling (TotalSDI)



Develop better leaders and build more effective teams. Studies show that more than 65% of performance issues result from strained relationships.

Personality profiling provides the most

accurate snapshot of who you are - your personal motives that drive your behaviours. Understanding these and the personality profile of your colleagues allows you to lead with clarity and empathy, build stronger teams, and more effectively navigate conflict.

During the one day course, each team member will receive their personality profile. Individual profiles are plotted onto a wall chart to demonstrate the team dynamics. This is a useful tool to understand how to communicate with each person in their preferred way, as well as identifying the characteristics an individual will display when in conflict. When used effectively, personality profiling results in higher levels of staff engagement and productivity.

## HR essential skills programme

Training sessions that provide you with the fundamental essentials of managing people in accordance with UK employment law and best practice.

- Session 1: Managing grievance, disciplinary and dismissal.
- Session 2: Managing poor performance and sickness.
- Session 3: Recruitment and selection.
- Session 4: Avoid the pitfalls the 3 R's redundancy, restructure and reorganisation.

## Developing an I-culture

Are you keen to develop an inclusive culture but you do not know how? This course provides a fundamental understanding of your personal and professional legal obligations, and what you need to do to protect your employees and your organisation from discrimination claims. The course covers:

- Defining equality, diversity and inclusion.
- Understanding inequalities, discrimination, prejudice and bias.
- Why this is important - the four cases for making it core business.
- Areas of discrimination - who is protected and how and why does it occur.
- The legal framework.
- How to challenge inappropriate behaviour and develop an inclusive culture.
- Good practice.
- Case law.

## Mini masterclasses

90 minute bite sized staff training sessions.



- Creating high performing teams.
- Embedding equality, diversity and inclusion into your workplace.
- Managing diversity.
- Staff engagement essentials.

Our organisation was supported through a complex organisational change process. Our experience has been uniformly excellent, great services from diligent and engaging professionals.

DAVE SWEENEY, NHS CEO HALTON CCG