



on training

Training Program 2010

| COURSE Title and Code | VENUE | COST (inc GST) unless otherwise stated |
|--|-------------------|--|
| March | | |
| Fitness At Work - BSU 001 | | |
| <ul style="list-style-type: none"> 5 x Lunchtime fitness sessions aimed at promoting positive activity during working hours. <p style="text-align: right;">(Minimum 4 Participants)</p> | At Your Workplace | \$ 330 each or \$ 1200 for 4 or more participants |
| A Company Health Education Program - BSU 002 | | |
| <ul style="list-style-type: none"> Management of Stress in the Workplace Sleep and Shift Work Managing to Adjust to Shift Work Injury Prevention Exercise Information <p style="text-align: right;">(Minimum 6 Participants)</p> | Various | \$ 220.00 each |
| Introduction to RTW Coordination - Workcover Accredited - BSU 003 | | |
| | At Your Workplace | \$ 350.00 (GST FREE) |
| April | | |
| OH & S Risk Management - BSU 004 | | |
| | At Your Workplace | \$ 350.00 (GST FREE) |
| May | | |
| Building in Strength - BSU 005/1 | | |
| 10 x 1 hour sessions aimed at assisting the clients who are living with pain, to reclaim their life through formulation of a plan and develop routine and activities, which address fear of pain | Accent | \$ 412.50 per participant |
| June | | |
| Building in Strength - BSU 005/2 | | |
| 10 x 1 hour sessions aimed at assisting the clients who are living with pain, to reclaim their life through formulation of a plan and develop routine and activities, which address fear of pain | Accent | \$ 412.50 per participant |
| July | | |
| Career Counselling - What to do now you have your HSC results - BSU 006 | | |
| Minimum 20 Participants | Onsite at School | \$ 10 per participant |
| Building in Strength - BSU 005/3 | | |
| 10 x 1 hour sessions aimed at assisting the clients who are living with pain, to reclaim their life through formulation of a plan and develop routine and activities, which address fear of pain | Accent | \$ 412.50 per participant |



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| August | | |
| Accent Masterclass 1: Management for New Managers – BSU 007/1 | | |
| 5 x 4 Hour workshops aimed at helping new managers develop basic management skills: <ul style="list-style-type: none"> • Communicating as a Leader • Multi-tasking on Multiple Projects • Time Management • Self Leadership • Negotiation Skills | Accent | \$ 550.00 per participant |
| September | | |
| Accent Masterclass 2: Management of Human Resources – BSU 007/2 | | |
| 4 x 4 hour workshops aimed at helping new managers promote workplace harmony: <ul style="list-style-type: none"> • Conflict Management • Mediation Skills • Managing Workplace Burnout • Managing Workplace Stress • Promoting Harmony in the Workplace | Accent | \$ 550.00 per participant |
| October | | |
| Accent Masterclass 3: Day to Day Management Skills – BSU 007/3 | | |
| 5 x 4 hour workshops aimed at helping new managers fine tune management skills: <ul style="list-style-type: none"> • Running Effective Meetings • Managing Supervision • Effective Report Writing • Writing Effective Staff Appraisals • Building and Rewarding an Effective Team | Accent | \$ 550.00 per participant |
| Advanced RTW Coordination Workcover Accredited Course – BSU 008 | | |
| Minimum 6 Participants | At Your Workplace | \$308.00 per participant (GST Free) |
| November | | |
| Accent Masterclass 4: Day to Day Management Skills – BSU 007/4 | | |
| 5 x 4 hour workshops aimed at helping Training Managers Develop Basic Management Skills: <ul style="list-style-type: none"> • Facilitation Skills • Identifying training needs in the workforce • Effective planning in house training sessions • Trainer Skills • Evaluating your training | Accent | \$ 550.00 per participant |
| OH & S Risk Management – BSU 010 | | |
| Minimum 6 Participants | At Your Workplace | \$ 350.00 (GST FREE) |