



FREE

WORKPLACE COMMUNICATION TRAINING

Improve workplace performance through tailored programmes based on your organisations skills gaps.

"Before the training, many of our staff were an invisible presence at meetings and in the workplace as a whole. Now they talk more confidently with each other and their leaders, and they've learnt to become more reflective in how they react to situations."

Village at the Park - General Manager

"Now I am communicating clearly with my team, and have a better understanding of the issues. I'm able to stay positive when there's a high workload."

Foodstuffs Learner

**100%
Government
Funded**



aspire2

Workplace Communication

Why Aspire2 Workplace Communication?

Putting the learner front and centre.

Working in small groups, as well as having individual exercises to support understanding, our programmes provides a really effective way to upskill your staff and close the gap between potential and performance.

Just some of the benefits you will see include less re-work, reduced wastage, forms and processes completed accurately, abilities grown to solve problems at pace, higher levels of engagement, stronger employee retention, improved customer communication, less internal conflict and identification of future leaders.

Delivery

- Small group training for 8-10 employees
- 40+ hours of fully funded training per employee
- Fully customised programmes to meet the needs of your organisation and people.
- Programmes delivered in the workplace, at a time to suit your business.
- Face-to-face, online, or blended learning delivery
- A nationwide service

Fully Funded

Valued at \$40,000 per group of 10 learners, we arrange funding for your eligible staff so these programmes are free* to employers, with no hidden costs.

*to find out more about eligibility check out: workplacecommunication.co.nz/eligibility-criteria



Content

Core content for participants includes:

- ✓ Improve confidence in spoken and written communication. Take away key listening skills, develop effective ways to give instructions, and participate in teams more productively.
- ✓ Improved knowledge and understanding of company documents. Focus on key numeracy skills, such as understanding their payslip, KiwiSaver, budgeting and more.
- ✓ Build knowledge around wellbeing and gain tools to ensure good practices become habits.
- ✓ Learn and develop the habit of continuous improvement and present ideas to managers at the graduation. Be prepared to be impressed!

Secure your training now, contact:



workplacecommunication@aspire2.ac.nz



0800 423 888