

WORKPLACE COMMUNICATION TRAINING

Practical, tailored workplace training that builds confidence, capability and performance.



Your people know their jobs. But communication, literacy, numeracy or digital skill gaps can sometimes get in the way of them performing at their best.

Aspire2 Workplace Communication works with your people over time, building the practical skills they need to communicate confidently, understand workplace information, solve problems and contribute more effectively.

Why Choose Us

- ★ Professional & experienced team
- ★ Tailored solutions for every organisation
- ★ Focused on real, measurable results
- ★ Clear communication & reliable process

Learn → Apply → Build

LEARN



Regular small-group sessions with an experienced workplace tutor

APPLY



Use new skills immediately in everyday work.

BUILD



Return each week, share experiences and build confidence and capability.

100%
GOVERNMENT
FUNDED

FULLY FUNDED TRAINING FOR ELIGIBLE LEARNERS

Funding may be available for eligible employees, making it possible to deliver significant workplace development at no training cost to your organisation. Talk to us about your team and we'll help determine learner eligibility.

“Now I am communicating clearly with my team and can get a better understanding of the issues. I'm positive and know what to do when there's workload.”

Foodstuffs Learner



TRAINING BUILT AROUND YOUR WORKPLACE

No two workplaces have exactly the same challenges. We work with you to identify the skills your people need and build learning around your organisation.

✓ Small Groups

Interactive learning encourages participation, discussion and confidence.

✓ Regular Sessions

Learning takes place over time, allowing employees to practise skills between sessions.

✓ Your workplace, your content

SOPs, forms, apps, processes and real workplace scenarios can become part of the learning.

✓ Experienced Tutors

Our tutors understand frontline workplaces and know how to create supportive learning environments for employees with different skill and confidence levels.

✓ Flexible delivery

Training can be scheduled around shifts and operational requirements, with face-to-face, online and blended options available.

What could your people develop?



Communication

Listening, speaking, giving instructions, feedback and working effectively with others.



Literacy

Reading workplace information, completing documentation and communicating clearly in writing.



Numeracy

Everyday workplace calculations, measurements, data and personal financial capability.



Digital skills

Building confidence using the technology, apps and systems required at work.



Problem solving

Building confidence to identify issues, contribute ideas and find better ways of working.



Workplace confidence

Helping people participate, speak up, take responsibility and realise their potential.

✓ The difference you can see

Fewer errors and less rework • Stronger communication • Improved accuracy • Better teamwork • Increased confidence • Greater engagement • Safer, more efficient workplaces • Future leaders identified

"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

