



MTD Training Brochure

MTD Training
The Business Innovation Centre
Binley Business Park
Harry Weston Road
Warwickshire
CV3 2TX





About Us



MTD, the management training specialists, has been working with a wide variety of clients (both large and small) in the UK and internationally for several years.

We specialise in providing:

- **In-house**, tailor made management training courses (1-5 days duration)
- **Open courses** (Delivered throughout the UK at various locations)
- **Management & leadership development programmes** (From 5 days to 2 years)
- **Corporate and executive coaching** (With senior or middle managers)

We provide a wide range of management training courses and programmes that will enable your new and experienced managers to maximise their potential by gaining or refining their management and leadership skills.

Our team of highly skilled and experienced trainers and consultants have all had distinguished careers in senior management roles and bring with them a wealth of practical experience to each course.

At MTD Training we will design and deliver a solution that suits your specific needs addressing the issues and requirements from your training brief that best fits your culture, learning style and ways of working.

Our programmes are delivered when and where you need them! We believe that training should be fun, highly interactive and provide "real world" practical techniques and methods that you can use back in the office – and that's exactly what we provide.



Head Office:

The Business Innovation Centre, Binley Business Park, Harry Weston Road, Coventry, Warwickshire, CV3 2TX

Local offices in Manchester, Bristol, Woking, Birmingham and Northampton.

Website: <http://www.m-t-d.co.uk> Email: info@m-t-d.co.uk



MTD Have Worked With...

Credibility and trust are two important factors when selecting an external training partner as you will want to know that you are in safe hands. From multi-nationals through to the small business, no matter what your industry, size or complexity is, we have delivered training for over 600 enterprises that include:

- 118 118 Directory Enquiries
- AAH Pharmaceuticals
- ABN Amro Bank
- ACS International Schools
- Advanced Access Ltd
- Advantech AMT Ltd
- Aggreko UK Ltd
- Alblemarle Of London
- Allianz Cornhill
- Allport Ltd
- Amara Spa Ltd
- Apex Hotels Ltd
- Arab Bank plc
- Argos Business Solutions
- AR Group
- ASG Essex Ltd
- Aspire Business Solutions
- Avon & Somerset Police
- Balfour
- Bank Of Scotland Merchant Services
- Barclays plc
- Benfield Group Ltd
- Bennett & Co
- Berg Toys
- Blue Banana
- BMW
- Birds Eye Walls
- Bradford and Bingley
- Brinks Security
- British Board Of Film Classification
- British Gas
- British Telecom
- Business Link South Yorkshire
- Cambridge City Council
- Camrex Chugoku Ltd
- Capital One Bank
- Capita TVL
- CGL Rail
- Charterhouse Group International
- Circus Star
- CISCO Systems
- Claire's Accessories
- Close Invoice Finance
- Coca Cola
- Comet
- Comtel Communications AS
- Creativevents
- Cybex International
- Dade Behring Ltd
- DAL Group
- Danone Foods
- Datacraft Design Ltd
- Dechra Pharmaceuticals
- Demco Communications Ltd
- Department of Work and Pensions
- Derbyshire Police
- DidBOX Ltd
- Dimar Ltd
- District Council – Malvern Hills
- District Council – Epping Forest
- Dolphin Dynamics Ltd
- Domestic & General
- Dynalite Europe Ltd
- EARS Plc
- Emmetts
- EMS Ltd
- Equalities Associates Ltd
- F Hoffmann La Roche
- Faber Maunsell
- Faccenda
- Fastlink
- FHP Ltd
- First Group
- First Software Solutions Ltd
- Ford Motor Company
- Formjet PLC
- Fusion Workshop Ltd
- Friends Provident International
- Friends Reunited
- Gap HR Services
- Garage Conversion Company
- G Costa
- Geest
- Geller Business Machines
- Genesys
- Gilbert and Mellish
- Godiva Bearings
- Gold Hill Housing Association
- Guardian Homecare Services (Leeds) Ltd
- Halfords
- Heath Lambert Insurance
- Hereward Financial Services Ltd
- Hilti (GB) Ltd
- Honda UK
- HoundDog Technology Ltd
- Hygrade
- Ideal Standard Ltd
- IDEX Corporation
- Inter Health Care Services
- Interfleet Technology Ltd
- Intervet UK Ltd
- ISG Interior Exterior
- ISP Corporation
- Ironport
- ITW Alpine
- Jag Communications
- Jaguar UK
- John Lewis Group
- Johnson and Johnson
- JP Morgan Chase
- Kawasaki Motors UK
- KEM Edwards Ltd
- Kirkham Young Ltd
- Kodak Ltd
- Kyowa Hakko
- Leisureforce
- Levitronix LLC
- Lookers PLC
- Lloyds TSB
- Lorien plc
- Mainline Communications
- Malcolm Harvey Limited
- Maritz
- Marks & Spencer
- Medical Access Ltd
- MM UK Ltd
- MOD – Joint Services And Command College
- Monarch Airlines
- Moy Park
- National Probation Service
- NEC Europe
- Nestle
- NHS Counter Fraud & Security Management Service
- NTP Meridian
- NTP Transmit
- One Stop Data Ltd
- Opportunity Housing Trust
- Panasonic
- PD Hook
- Peugeot
- Pfizer
- PFP Group
- Phillips plc
- Pilkingtons
- Porcelanosa
- Portman Building Society
- Quintessentially
- Remtec Search & Selection Ltd
- Renault Motor Company
- Rhino Asphalt Solutions Ltd
- RMS Ltd
- Rock Insurance
- Roland
- Royal College of GP's
- Scooter World Ltd
- Sero (Switzerland)
- Signet Armorlite
- Solardome Industries Ltd
- Starbucks
- Stellent Ltd
- Symingtons Ltd
- Symrise
- Telesoft Technologies
- Tempus Software Ltd
- Terex Halco
- The Coach Holiday
- The Holiday Place
- ThyssenKrupp Services
- Tiles & Baths Direct Ltd
- Toys R Us
- Trainline
- Transport Innovation
- Traplet Publications Ltd
- Tribal Group
- Tropicana
- Twinings Tea
- Unilever
- VCM Events
- Venture Finance PLC
- Waitrose
- Xilinx
- York St. John's College
- Zen Internet



21st Century Management & Leadership

To be a successful manager and leader in the 21st Century requires a different set of skills than in previous times.

Never before have the demands been greater.

Being good at "The process" is not good enough! Today, the modern manager needs to be creative, inspiring, motivating and have great interpersonal and people skills.

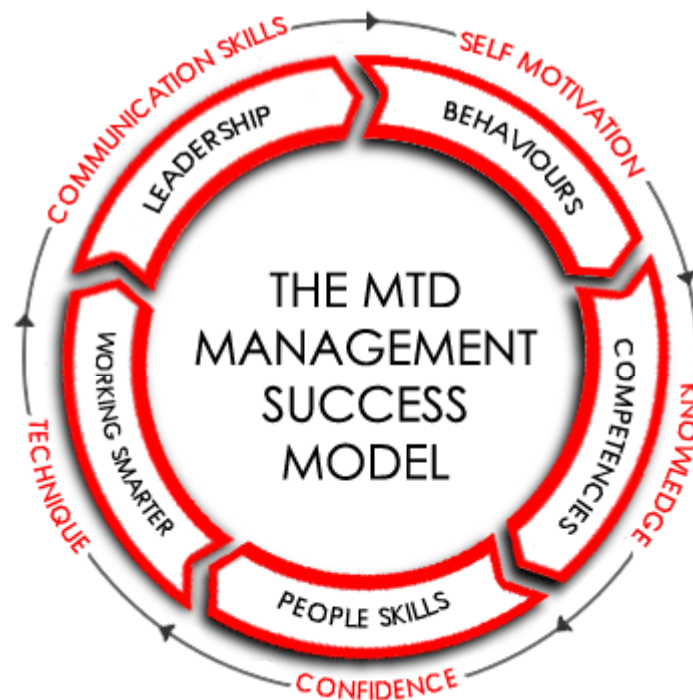
MTD have experience in working with companies to provide just that; we specialise in helping the manager to acquire the skills, behaviours and competencies to be able to drive performance through their teams in a motivating and empowering way.

Our experience has confirmed that, as management techniques have advanced rapidly, training and development of staff has had to change radically to match these advancements.

MTD have developed a unique offering in the market place – the ability to support the manager in the short, medium and long-term development of their own skills and attitudes by a mixture of workshop environments and continuous support by email.

Our solutions are based on the assumption that human beings learn best by doing, rather than just seeing and hearing.

From attending one of our workshops or programmes and experiencing our new, fresh and innovative approach to management training, each manager will go away with a tool kit of effective management and leadership skills that will enable them to improve their own performance and get them into good habits.





Looking To *Improve* The Effectiveness Of Your New Or Existing Managers?

We can help your managers to...

- ✓ Make the transition from being “managers” into “leaders”
- ✓ Tackle performance issues more effectively like lateness and poor performance
- ✓ Motivate and build their teams into high performing units
- ✓ Coach and develop their staff regularly and consistently
- ✓ Lead and implement your aggressive change agenda
- ✓ Plan out and manage their time and their workloads more effectively
- ✓ Delegate work in an empowering way
- ✓ Improve their communication and soft skills – working with others to achieve results
- ✓ Handle conflict in an appropriate manner
- ✓ Improve bottom line performance measures like sales, service and satisfaction
- ✓ Chair team meetings so that they finish on time with actionable output

Our Solutions

We can offer you a variety of training solutions to help your managers to become more effective and to improve their performance.

These can vary from an open course where they come to us or a 1 to 5-day in-house course through to a modular management development programme over 12 months.

We also specialise in management and executive coaching.



What is the process?



If you are looking for an open course please visit our website <http://www.m-t-d.co.uk> for upcoming courses and venues.

If you are looking for a custom designed in-house course, all you need to do is provide us with what you want to achieve or tell us about the training requirements of the group and we will produce a course proposal for you along with the costs.

What makes us unique is that every manager who attends the course will receive unlimited amounts of email and telephone support from their course leader.

This means that they can ask for some personal advice and tips whilst implementing what they have covered on the course. After all, it's after the course where the real work starts!

By asking for a course proposal you are under no obligation whatsoever at any stage.





Ongoing Email Support



For up to 6 months after the training, your managers can email their trainer at anytime for help or guidance.

They might be implementing some techniques that they have covered on one of the workshops and want some tips on how to implement it for their specific situation.

Whatever the reason, your trainer is available for your managers whenever you need us. Learning is just the start of the process!

We will be with you every step of the way while your staff implement what they have learned.

Why MTD?

Here are 5 quick reasons:

1. We Receive Unrivalled feedback From Our Clients

Our courses are consistently rated 9.2 out of 10 on our feedback forms (last 5000 forms) and 100% of our clients say that they would use us again if they haven't already.

2. MTD's Trainers All Have A Proven Track Record

Each of them have been hand selected based upon their skills and experience, their standing in the industry, the range of alternative delivery methods that they have and also on their ability to deliver compelling, vibrant, fun and effective courses. They have all held senior management positions in previous lives!

3. Unlimited Email Support

All of the managers who attend one of our courses receive 6 months of unlimited email support from their trainer. They can email their trainer as many times as they like while they start to put their new techniques into practice.

4. We Focus On Providing Real World Practical Techniques

We believe that training should be fun and geared for the real world! We use the very latest in modern training techniques such as emotional intelligence, accelerated learning and NLP to name but a few. Whatever we cover has to have relevance back in the workplace.

5. We Are Certified Training Providers From Two Governing Associations

We are an Endorsed training provider with the ILM (Institute of Leadership & Management) and a Certified Training Provider with the ISMM (Institute of Sales & Marketing Management). This means that they have audited what we do and how we do it and are happy to rubber stamp any bespoke programme that we provide with an accreditation.



Client Comments

"MTD proved themselves from the day that we met them as they pitched for the programme.

Success in being selected to provide what was for us a big investment in our staff was very definitely not the end of the process for them but rather the start. They put immense effort into working with us to truly understand our needs and the individual needs of the delegates. Once the programme had started they continued to adapt, tailor, re-write and adjust the programme to continually meet our changing needs.

As wider needs made themselves apparent they worked in what must have been a very tight schedule for them, to meet these needs. In the period of the programme they also provided "Analysing Development Needs" and "Coach the Coach" sessions which were identified as being needed to support the delegates.

Delegates came to see Mark and Sean as friends who would support them. The completion of the course was not the end of the relationship; Team Managers looked to Sean to advise them with queries about their case studies and daily issues that they are facing, the Learning & Development staff use MTD to provide them with guidance and support on training related queries and the website information is used by a range of staff.

If I was to summarise why you should seriously consider using MTD it would be very simple.....they were there for us from day one, they listened to what we wanted, made sure that it was what we needed and delivered to a very high standard"

Lesley Callister – Programme Manager – Friends Provident International

"MTD has delivered a number of workshops to all staff since May 2006. MTD have always reacted well to our needs and quickly obtained a good understanding of our business. The feedback from the first to the most recent workshop has been of a consistently high standard and this has led ICS choosing to work with MTD on a number of other business projects. MTD bring fun into the development as well as delivering the all important message that the training was intended for. ICS look forward to continuing to work with MTD and would highly recommend them to anyone considering the introduction of learning and development programmes into the workplace"

Annie Lewis - HR Manager - Interhealth Care Services

"I chose MTD as one of our training partners because they really give you the personal touch with their training and it is all centred on the needs on our business and the specific needs of our colleagues. The first thing that struck me was the relationship side of things. It was a true partnership and Sean (the trainer) would often stay behind to give recommendations to myself and my training team.

Overall, MTD offered excellent customer service and nothing was ever too much trouble for them. I have enjoyed working with MTD and would definitely recommend them to others as a training partner without hesitation"

Gillian Ince - Training & Resourcing Manager - Claire's Accessories UK



"I have no hesitation in commenting on the Management Development Programme that has been delivered here at Malvern by Mark Williams. Mark is very professional, enthusiastic, and dedicated. The programme content has been informative, interactive and fun, has been well received, and has more than adequately met our high standards of expectation"

Tina Beckett - Learning & Development Officer - Malvern Hills District Council

"The course was exceptional. What I liked about it was that it was very good information, funny, affirming (as individuals and as a group), practical and has benefits far beyond the content. The facilitation was excellent. Thanks for all this. You are an exceptional person Sean and it was great being on the course"

Susan Grant - Manager - Duni Group

"I have worked for Ford for 30 years and without doubt this was the best course I have ever been on"

Hugh Foley - Manager - Ford Motor Company

"Thanks to the trainers wonderful tips, techniques and his humour and approach I was able to understand what I needed to do back in the workplace to run effective meetings. The practical exercises were fun and I really got some meaningful learning out of each one - he had the uncanny knack of being able to make learning an enjoyable process for the whole 2 days. Thanks!"

Ian Dobson - Communications Manager - Lloyds TSB

"The sections on coaching and managing conflict were excellent. The module enabled me to learn how to develop my team members and also work on my weaknesses as a leader. The course met my needs completely"

Julie Parris - Team Leader - Pfizer Ltd

"Thanks for the course, it was great. Rest assured, I wouldn't have any problems recommending the course to my fellow managers. I found it extremely useful and thought provoking and thought Mark was a great facilitator and tutor"

Garry Cochrane - Account Manager - Fine Ltd

"The course was very informative. It made me think about myself and my staff and how I need to change as a manager. It had great content and covered all of the key topics"

Robyn Fitzgerald - Payroll Manager - The Number 118 118 Directory Enquiries

"I had a really great time and it will be really useful going forward. Was exactly the insight and catalyst I needed to step up my game. A very good course"

Steven Wyer - Data Governance Manager - Capital One Bank

"There were no switch off spells as the course was excellent. The presentation style was both friendly and humorous. I now have a method of structuring my management style and have a great understanding that different people need to be motivated in different ways"

Bakhtiar Hanan - Head Of Buying - Videogames - Toys R Us



MTD - The management training specialists

Contact Us



Please feel free to call us, email us or complete our online form with what you would like to accomplish and achieve with your training event.

Telephone

0800 849 6732

Email

enquiries@m-t-d.co.uk

Address:



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