



ONLINE

ENTERPRISES

MANAGEMENT COURSE FOR CONSULTING AND TRAINING PROVIDERS

5 DAYS OF LEARNING DURING 15 MARCH – 16 APRIL 2021

 5 WEEKS, 8 HRS/WEEK

Information Note

INTRODUCTION

Today, the information and knowledge-based economy is constantly creating new opportunities and challenges for consultants, who can find enough work and get well paid for their services, provided they are able to cope with complex and rapidly changing conditions and meet the demands of increasingly sophisticated clients. The world of professional services is undergoing profound changes and management and business consultants and trainers are no exception. In this climate, they must continuously “reinvent themselves”. More than ever, learning is a life-long job.

This course provides with such an opportunity and helps trainers, consultants, and managers to upgrade their professional standards and practices and prepare a strategy for improved sustainability of the company or the unit they are managing. As a management course, it is designed not just to convey technical topics, but to broaden participants’ perspectives, management potential and resource base.

WHO ATTENDS THE COURSE

- new entrants to the consulting profession
- independent management consultants of MSMEs
- consulting departments of development institutes
- internal consultants of commercial companies
- trainers and management consultants and experts
- managers engaged in consulting activities.

COURSE OBJECTIVES

- Broaden understanding of the various functions that contribute to the successful performance of the company.
- Obtain a portfolio of tools that can assist managers to strengthen the performance of their unit or company.
- Share and learn from experiences and strategies for meeting current challenges.
- Become exposed to management experiences from other parts of the world and get inspired by innovative thinking about what might be possible the local environment.

MODULES

The e-learning course will be implemented over a period of approximately **5 weeks** and is structured around 5 content modules with follow-up activities and assignments.

Module	Week	Working days From – To
Module 1: Introduction and pre-course activities Key trends in consulting and training provision	Week 1	15 – 19 March
Module 2: Strategic direction	Week 2	22 – 26 March
Module 3: Stakeholders, clients and donors	Week 3	29 March – 2 April
Module 4: Growth and innovation	Week 4	5 – 9 April
Module 5: Improving efficiency	Week 5	12 – 16 April
End of course activities and action planning		19 April

A detailed course syllabus will be shared with registered participants.

FORMAT AND METHODOLOGY

- A **Live Webinar** for each module provides you with the content required for critical analysis of the subject. Live webinars will be delivered by ITC ILO trainers, as well as recorded and shared with the students for the cases when they cannot join it or want to self-study later.
- **Essential Readings** for the module, supporting the content of the module and the webinar.
- A list of **Additional Readings** for the module.
- **Activities and Case studies** for an individual work or group work, with a follow-up discussion facilitated by trainers and tutors.
- **Assignments** for individual work and application to their own company or the unit, which translate into final action plan of each participant.

LANGUAGES

The course is offered in English.

PRICE

Tuition fee is 940 Euros.

APPLICATION AND REGISTRATION

If you wish to participate in this course, please fill in the **online application** available here: <https://oarf2.itcilo.org/DST/A9713770/en>

The application should be accompanied by a **letter from the sponsoring organization OR a personal letter** committing to cover participation cost (940 Euros).

WITHDRAWAL, CANCELLATION POLICY, AND REFUNDS FOR OPEN COURSES

If an enrolled participant wishes or must withdraw from a course, they may choose to apply to a different course or be substituted by another candidate. The participant must notify the Centre, in writing, of their decision at least 14 days prior to the start date of the course. Cancellation of participation in regular courses will result in the following penalties:

- 14 days or more prior to the start date of the course: No penalty, 100% refund of amount paid less applicable bank charges
- 8 to 13 days prior to the start date of the course: Penalty of 50% of course price, refund of residual amount paid (if any) less applicable bank charges
- 7 days or less prior to the start date of the course: Penalty of 100% of course price.

INFO

FOR FURTHER INFORMATION PLEASE CONTACT

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