

For Property & Facilities Professionals

Growing Talent in Property & FM and Managing Change



What's your current challenge?

- Growing skills?
- Building new teams?
- Raising professional standards?
- Going for Investors in People?
- Attracting and retaining key staff?
- Developing the culture?
- Supporting change?

Whatever your current challenge, and wherever you are in the process, we can work flexibly alongside your HR, training and operational teams, to help you create a 'joined up' approach to professional development in Property and FM.

With many years' broad experience of public and private sector organisations, BIFM Learning and Development Services has the depth of understanding and experience to make the kind of difference you need.

To complement our excellent public courses, we offer a broad range of professional development consultancy services, designed to maximise your investment in individuals and teams.

Professional Recognition

A growing number of BIFM Training's courses are now formally recognised by a range of Awarding Bodies:

The International Facility Management Association (IFMA) - attendance at the first three 'core' courses entitles candidates to apply to IFMA for the Facility Management Professional (FMP) credential

The Institute of Leadership & Management (ILM) - where one course leads to a Level 2 introductory award in team leading (supervisor level), and another to a Level 3 Award in First Line Management

The Institution of Occupational Safety and Health (IOSH) - two courses lead to different IOSH qualifications

The National Examination Board in Occupational Safety and Health (NEBOSH) - our NEBOSH course leads to the National General Certificate in Occupational Health and Safety qualification

The Ergonomics Society - our Display Screen Assessment course is accredited by the Ergonomics Society.



Talented people are key to success in today's dynamic workplace environment

Having the right people with the right skills at the right time will often make the difference between struggling for credibility and winning recognition for outstanding performance. But it's hard to achieve, especially when many professional development activities are ad-hoc and poorly measured.

For some, it's complicated by other factors such as:

- A lack of structured planning
- Poor internal understanding and recognition of Property/FM-specific standards
- A 'sheep-dip' approach to training, which can waste time and money

SO HOW DO YOU KEEP TRACK OF WHAT'S REALLY NEEDED?

HOW DO YOU GROW AND DEVELOP THE SKILLS TO MEET NEW BUSINESS DEMANDS?

AND HOW DO YOU PLAN AHEAD FOR CHANGE AND SUCCESSION?

Helping you assess and plan your development needs

To create real clarity about individual and team needs, we can assist with:

- Profiling the skills you need against the capabilities of your team
- Defining specific competences to fit Property/FM professionals at all levels, using nationally recognised standards as well as your own internal frameworks
- Analysing individual and team development needs - and recommending solutions

Delivering development programmes effectively and efficiently

We can facilitate programme delivery through our network of expert trainers and specialists, including in-house versions of regular BIFM Training courses, or specially customised sessions based on your own processes and projects.

Designing programmes to suit your culture and priorities

We can offer a range of development options to suit your needs, including:

- Targeted training in professional/technical skills and behavioural areas
- Team building and facilitation of change
- Coaching/mentoring programmes with experienced practitioners
- Advice and guidance on qualifications

Helping you assess training and development impacts

How do you know whether your programmes are effective?

We can work with you to design and run programme evaluations, linked to your core Property, FM and business measures, which will help you make better decisions about future investment.

Our Solutions

- Planning your development needs
- Profiling skills
- Designing training programmes
- Delivering the programme
- Assessing the impact

"I have been delighted with the results from our in-house BIFM Training programme. It has produced focussed, effective & enjoyable training for all our delegates, has been delivered expertly and represents very good value for money." (Head of Facilities, University of the Arts London)



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For further information or to arrange an informal discussion please contact:

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Cost effective on-site training

BIFM Training also offers a public course programme of 41 facilities management training courses.

This programme can be delivered in-house as a cost effective, quick and efficient solution to meet your immediate training needs.

To view our full programme please visit :

www.bifm-training.com

or call us on: +44 (0) 20 7404 4440

Join Our Growing Range of Clients

- University of the Arts London
- Sonangol - Direcção de Manutenção e Infra estruturas
- The Royal Bank of Scotland
- Centre for Ecology & Hydrology
- Virgin Media
- Ecovert FM Ltd
- National Grid plc
- McDonald's Restaurants Ltd
- The Local Government Ombudsman
- The Highways Agency
- Hess Limited
- Workspace Group plc
- The Scottish Parliament
- Johnson Controls Ltd
- Hallmark Cards plc
- Esso Exploration Angola (Block 15) Ltd
- Incisive Media plc
- DEFRA
- London Borough of Lewisham

SKILLS PROFILING | COMPETENCE DEVELOPMENT | TRAINING NEEDS ANALYSIS
DEVELOPMENTAL WORKSHOPS | IN-HOUSE COURSES - BESPOKE | PUBLIC COURSE PROGRAMME

All our courses contribute to and support the BIFM CPD Policy and on line framework

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About the BIFM: The British Institute of Facilities Management is the foremost professional body for UK facilities managers, membership offers a wide range of benefits (including discounts on BIFM training programme) at all stages of careers.

For further details contact BIFM on 0845 058 1358