

**SMART WAY FORWARD  
CPD Management & Leadership Experience**

**Wednesday 22 October 2014**

**Adventure Sports Outdoor Centre**

Wedgnock Lane

Warwick

Warwickshire

CV35 7PX

## CPD Management & Leadership Experience

### Learn how SMART professionals lead their leaders and manage their managers

At SMART Way Forward, we always like to deliver events and training programmes which leave people feeling energised, inspired and motivated. However, we also like to be different and stand out from the crowd. So this year, our annual CPD event is going to be something very special. We have organised a **SMART Way Forward CPD Management & Leadership Experience!**

What is a 'Management & Leadership Experience' I hear you say? Well, instead of keeping to a traditional seminar format, this year we have decided to organise a day that will not only challenge your teamwork, management and leadership skills – but will also test your logical thinking, strategic planning and ability to work under pressure.

The SMART Way Forward CPD Management & Leadership Experience will take place on Wednesday 22nd October 2014 in the glorious setting of rural Warwickshire. Please see the details below for further information:

**When:** Wednesday 22nd October 2014, between 10am – 4.15pm

**Where:** Adventure Sports Outdoor Centre, Wednock Lane, Warwick, Warwickshire, CV35 7PX

**Who should attend:** Private or Public sector Chief Executive Officers (CEO), Managing Directors, Commercial Directors, Sales Directors, Sales Managers, Marketing Directors, Marketing Managers, Customer Service Managers, Team Leaders, Operations Managers, Department Managers and anyone who looks after or manages a team.

**Overview of the day:** A fun motivational day, with a healthy mixture of management & leadership seminars, along with 1 x one hour Archery session, 1 x team building exercise and 1 x Strategic thinking task. Are you up to the challenge?

**Clothing:** The weather can be unpredictable, so please dress appropriately in comfortable outdoor clothing. The day will be a mixture of indoor seminars and outdoor activities.

**Cost:** £250 per delegate, with an Early Bird discount of 20% if booked before 31st August 2014

**Delegate fee includes the following:** Tea, coffee throughout the day, plus lunch, an Archery session, various team building exercises, SMART management & leadership seminars and a delegate bag packed full of goodies!

**Exclusivity:** Delegate places are limited to 20, so be a leader, take ownership and book your place now to avoid last minute disappointment!

How can you book your delegate place: Please visit [www.smartwayforward.co.uk/experience](http://www.smartwayforward.co.uk/experience) to register your interest or book your place online now. You will have the option to either pay by credit / debit card now or request an invoice. If you request an invoice, please be advised that all invoices need to be paid within 7 days from the date of issue. Terms and conditions apply.

**Nadeem Shaikh**

**Managing Director, SMART Way Forward**

**CPD Management & Leadership Experience****SMART Way Forward CPD Management & Leadership Experience****Wednesday 22 October 2014, Adventure Sports Outdoor Centre, Warwick**

- 10.00am – 10.15am SMART Leaders arrive. Coffee is served and delegates register
- 10.15am – 11.15am **Welcome and Seminar 1: How to lead your leaders & manage your managers effectively**  
*Nadeem Shaikh, Managing Director, SMART Way Forward*
- 11.15am – 11.30am SMART Leaders comfort break
- 11.30am – 12.30pm **SMART EXPERIENCE**  
Delegates will be split into two SMART teams  
SMART Team One – Archery  
SMART Team Two – Team Building Tasks
- 12.30pm – 1.00pm SMART Leaders break for lunch
- 1.00pm – 2.00pm **Seminar 2: Managing change in your organisation**  
*Annie Page, Director, Essenti / Point of Transition*
- 2.00pm – 3.00pm **SMART EXPERIENCE**  
Teams switch for the afternoon activities  
SMART Team One – Team Building Tasks  
SMART Team Two – Archery
- 3.00pm – 4.00pm **Seminar 3: An Olympic mindset. Small changes make big differences**  
*Bryan Steel, Olympian, British Cycling*
- 4.00pm – 4.15pm **Close**  
*Nadeem Shaikh, Managing Director, SMART Way Forward*

*Seminar speakers and timings were correct at the time this programme went to press. Although every effort will be made to ensure they remain as above, please be aware that there may be some minor changes on the day. Thank you.*

## CPD Management & Leadership Experience

### SEMINARS

10.15am – 11.15pm

**Seminar 1: How to lead your leaders & manage your managers effectively**

*Nadeem Shaikh, Managing Director, SMART Way Forward*

This seminar looks at the importance of having a well balanced, focused team and how to get the best out of each individual. It also looks at the fundamentals such as trust, communication skills, taking ownership, responsibility and accountability. Goals are only achieved and targets exceeded when everyone in your team is singing off the same hymn sheet. The hints and tips from this seminar will ensure you have the right skills and strategy to deliver on both accounts.

1.00pm – 2.00pm

**Seminar 2: Managing change in your organisation**

*Annie Page, Director, Essentii / Point of Transition*

Change affects all of us. No matter what is happening today, you can guarantee that tomorrow will be different. However, change can be a very positive thing, especially if you focus on controlling the controllables and highlight the benefits for the change. More often than not, change is met with uncertainty, resistance, insecurity and frustration. However, if managed properly, change is the perfect podium to help you try a fresh approach, challenge or strategy. In this seminar, Annie will guide you through her successful model for how to manage change strategies effectively within a team, department or company.

3.00pm – 4.00pm

**Seminar 3: An Olympic mindset. Small changes make big differences**

*Bryan Steel, Olympian, British Cycling*

Having successfully competed at four Olympic Games as part of the Team GB British Cycling squad for team pursuit, Bryan Steel knows exactly how important preparation is and how small changes to your strategy can have a tremendous impact on your performance. Having a winning mentality which is driven by focus, desire and determination to win is key. Bryan will explain the strategy which was adopted by British Cycling which helped the team move from a ranking of 17th to 1<sup>st</sup> in the World in just 8 years. Team GB and British Cycling is now regarded as the Best in the World.

## CPD Management & Leadership Experience

### ACTIVITIES

#### **Archery**

Experienced instructors take the group through a series of practice sessions and then a scored competition using Recurve longbows. This section is always popular, as most people will start with limited success and then rapidly improve to achieve some useful scores.

A team decision will need to be made at the end of the activity to earn additional team points. They will have three arrows and the choice of two targets. One target has a single balloon at its centre – bursting this balloon will earn ten points. The second target has lots of balloons attached all over it – hitting any of these will earn three points. The team must decide whether they go for a high risk but high scoring target or stick with a lower risk option. This will usually generate lots of team discussion as the participants decide which option they are going to select and who will fire the arrows.

#### **Team building challenges**

The one hour team building section will involve two separate team activities, each lasting approximately 30 minutes.

#### ***UXB (unexploded bomb)***

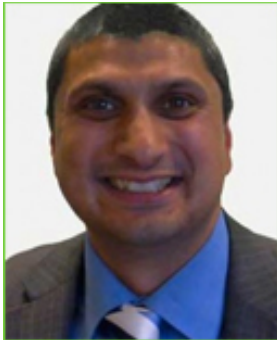
A large unexploded bomb must be defused before the timer reaches zero. The bomb must be recovered from its resting-place and defused. The bomb is heavy and awkward to lift and so requires ropes, pulleys, shackles and lateral thinking to move it to safe ground. A brain-twisting logic problem then needs to be solved to discover which coloured wire needs to be cut.

Nerves of steel are required for this task! A really solid team building exercise that will involve all of the team members.

#### ***Cross roads***

The team will be divided into two halves, each starting on a separate raised platform. The aim is for the teams to switch platforms using narrow metal balance beams – a true challenge of team work and team co-operation.

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**Nadeem Shaikh**

*Managing Director, SMART Way Forward*

Nadeem Shaikh founded SMART Way Forward to offer organisations working in sport, leisure, health and fitness the benefit of his wealth of knowledge and experience from 24 years of being involved in the industry. He is a qualified sales and management trainer, a UK Athletics Level 3 Performance Endurance coach and a coach on the National Coach Development Programme with England Athletics. In addition, he has worked with numerous sport's National Governing Bodies (NGBs), County Sports Partnerships (CSPs), local authorities and corporate companies around the UK. Nadeem has competed at county, regional and international level and now coaches some of the best young endurance athletes in the UK. Nadeem is a former vice president of Shaftesbury Barnet Harriers and has sat on a number of sports committees, including those which organise, train and coordinate marshals for events such as the London Marathon, London Mini Marathon, Bupa 10k and the Adidas Women's 5K.



**Bryan Steel**

*Olympic Medallist, British Cycling*

Bryan Steel made it into the British cycling team at a time when a revolutionary change management programme catapulted the team onto the world stage. He competed in four Olympic Games, winning Bronze in the Team Pursuit in 2000 and Silver in 2004. Bryan has worked with various organisations including Sport England, The Youth Sport Trust, Dame Kelly Holmes Legacy Trust and DARE UK to deliver, design and manage mentoring schemes. He is a board member of England Netball; a director of Sporting Hearts; patron of the Thomley Activity Centre, Oxfordshire; anti-drug ambassador for UK Sport for the 100% Me Campaign; a Sporting Hero for the East Midlands Advocates Project; a Sport England Sporting Champion and a member of the British Olympic Association Planning for Success scheme.



**Annie Page**

*Director, Essentii / Point of Transition*

Annie Page is an Accredited NLP (Neuro Linguistic Programming) Trainer, an NLP Master Practitioner and Coaching Master, who also holds a Level 2 qualification with UK Athletics for Endurance Running. She has worked with athletes in a range of sports at both senior and junior level using cerebral sports coaching to focus on getting results and training their brain to peak performance. Through the techniques that Annie uses she can enable sustainable change for individuals and teams in both sport and business by supporting leaders, coaches and managers to make positive changes that will be long lasting and effective. Annie is a volunteer with the Princes Trust as both a progression mentor and business mentor and is author of the book *How to get off the sofa and start running*.

**CPD Management & Leadership Experience**

To reserve your place on the **SMART Way Forward CPD Management & Leadership Experience** on **Wednesday 22nd October** at **Adventure Sports Outdoor Centre, Warwick**, please complete the form below (in block capitals), enclose payment or invoice details, and post it back to: *SMART Way Forward, 69 Knowl Piece, Wilbury Way, Hitchin, Hertfordshire SG4 0TY*

Alternatively, you can email your details to [info@smartwayforward.co.uk](mailto:info@smartwayforward.co.uk) quoting reference: **SMART@ADVENTURESPO RTS221014**

Cost per delegate is only £250.00, which includes lunch, refreshments and your attendance to all seminars and activities throughout the day. **Book your place before 31st August 2014 and take advantage of our 20% early bird discount – making each delegate place just £200.00!**

Contact name: .....

Organisation: .....

Address: .....

.....

Invoice address .....

(if different) .....

Telephone: .....

Mobile: .....

Email address: .....

Dietary requirements: .....

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For further details of the **SMART Way Forward CPD Management & Leadership Experience** and for more information about **SMART Way Forward** and the services we can offer you, please visit [www.smartwayforward.co.uk](http://www.smartwayforward.co.uk)

The booking deadline for invoice, BACS or cheque payment is **Friday 10th October 2014**.  
The booking deadline for online payments is **Wednesday 15th October 2014**.

We look forward to welcoming you in October.

**Attendance to the SMART Way Forward CPD Management & Leadership Experience is by pre-registration and advance payment only.** Delegate fees are non-refundable in the event of delegate cancellations within five days of the event or no shows on the day. Payment can be taken by BACS transfer, CHAPS, invoice, cheque or secure credit card payment online at [www.smartwayforward.co.uk](http://www.smartwayforward.co.uk) prior to the booking deadline date. All invoices will need to be paid within 7 days from the date of issue. All cheques payable to SMART Way Forward. Thank you.