



WELCOMMUNITY

Building Stronger, More Resilient  
Communities

WORKPLACE  
TRAINING  
&  
PROFESSIONAL  
DEVELOPMENT

# Introduction

In this document, you will find all the courses currently provided by Welcommunity related to business and corporate industries. There are a number of key focus areas of professional development in this area that require us to expand our knowledge base and further refine our skill set in order to improve our service delivery.

These courses were designed with you in mind. We understand that you juggle multiple responsibilities in your life and the time you have for professional development, may be limited. The majority of these courses, are 3 - hour short courses, some are half-day workshops and others can be packaged to include multiple courses to create an all-day workshop.

If you require any further information relating to any of the courses listed in this document, please do not hesitate to contact me directly.

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## Contents

Leadership In The Workplace .....	3
Implement Continuous Improvement .....	4
Innovation In The Workplace .....	5
Improve Team Culture and Morale .....	6
Effectively Contributing to a Multi-disciplinary Team .....	7

# Leadership In The Workplace

The transition to a leadership position in a workplace presents many challenges. You must consider: what kind of leader you are, what kind of leader you want to be and what kind of leadership style you will adopt. You will also need to consider how people will perceive you and how you will manage the changes in your relationships with your colleagues now you have been promoted into a leadership position.

This training encompasses many aspects of leadership and aims to provide learners with the knowledge base in order to develop the skills required to become an effective leader in the workplace.

This training encompasses personal and professional aspects of leaderships, teams, team planning, problem solving strategies, communication and innovation in the workplace.

# Implement Continuous Improvement

Continuously improving service delivery, team structure, policies, procedures & standards for practice is the ultimate goal for most business and organisations.



But, how do we maintain our commitment to continuous improvement? And how do we increase the participating of employees in the process of continuous improvement?

This training introduces the key principles of continuous improvement and introduces foundational strategies to ensuring that your teams and leaders possess the knowledge and skill set in order to; plan, analyse and evaluate.

This training encourages all employees to participate in continuous improvement from the highest level of management, down to the employees who use processes daily.

# Innovation In The Workplace



Innovation is essential to the continuous improvement of service delivery but, sparking innovation within your teams can sometimes be easier said than done!

Throughout this training workshop, learners are introduced to the key principles of innovation and skills that required to generate innovative ideas that benefit; employees, the workplace and service delivery. All employees should be concerned about innovation in the workplace and teams should build their knowledge base on issues that impact your workplace in order to generate and promote, new, innovative and effective ideas.

This training is suitable for; new employees, up and coming leaders and all levels of management.

# Improve Team Culture & Morale

Improving team culture and morale is a key focus area of maintaining professionalism, sparking innovation and improving service delivery.



Improving Team Culture and Morale provides businesses and organisations with implementable strategies to effectively respond to the dynamics within a workplace and improve team unity and effectiveness to enhance your service delivery and service user satisfaction.

This course introduces implementable strategies for leaders, managers and employees to create a positive workplace culture that is not only supportive, but encourages employees to go that extra mile.



# Effectively Contributing to a Multi-Disciplinary Team



Multi-disciplinary teams provide invaluable scope and depth to a workplace and provide increased opportunity for innovation and business growth.

Multi-disciplinary teams provide workplaces with a unique opportunity to gain greater perspective on; roles, resource management, practice frameworks and standards for practice.

This training aims to highlight the importance and the significance of a multi-disciplinary teams while also surfacing the challenges that a multi-disciplinary team can present. This training encompasses the unique business growth and development opportunities available to workplaces who have a varying dynamic in their workplace and how to encourage individuals to rise to their full potential and improve service delivery.





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