












2026

PROGRAMMES

LEVEL: MIDDLE MANAGEMENT

PROGRAM	DURATION	MIN	MAX	PRICE
Practical Human Resource Management Workshop 	½ day	8	20	R1 130
Dealing with Retrenchments 	3 hours	8	16	R950
Basic Labour Law Practices (Introduction) 	1 day	8	20	R 2 110
Labour Law (Complete) 	2 days	8	20	R4 460
Requirements for an efficient Performance Management System Consulting and Implementation <i>*Followed by Teamwork Workshop (Optional)</i>	Per Hour	/	/	POA
Teamwork Workshop Clarifying job responsibilities and goals to increase the effectiveness of a work team	2 days	8	10	R28 060 per group
Communication skills for Management How to handle conversations with subordinates in a professional manner	1 ½ days	8	16	R21 050 per group
How to deal with poor work performance and incompetence 	3 hours	8	20	R950
Sales Skills (Sales behavior, Behavior change, role-playing exercises)	2 days	8	16	R28 060 per group
Discipline in the workplace and Disciplinary Hearings and Procedures 	2 days	8	20	R4 460
Preparation for Disciplinary Hearings 	½ day	8	20	R1 130
<i>WorkQ® Free to Grow</i> . (Personal-, Work-, Team and Organisation Journey) <i>*Accredited: 'Services Seta'</i>	2 days	8	16	R23 370 per group
<i>LeadQ® Free to Grow ('Leading Change')</i> <i>Participants who have already completed WorkQ:</i>	3 days	8	16	R42 070 per group
	2 days			R28 060 per group
Staying Strong <i>Free to Grow (Management Version)</i>  An ideal tool to equip your employees to cope with emotional stress. The focus is on strengthening resilience, optimism and ownership – an attitude that will have a positive effect on employees' work and lives	1 day	8	16	R15 080 per group
Employment Equity Workshop 	½ day	8	20	R1 130

