



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
WorkQ® Free to Grow . (Personal-, Work-, Team and Organisation Journey) <i>*Accredited: 'Services Seta'</i>		2 days	8	16	R23 370 per group
LeadQ® Free to Grow ('Leading Change') <i>Participants who have already completed WorkQ:</i>		3 days	8	16	R42 070 per group
2 days					R28 060 per group
Staying Strong Free to Grow (Management Version) 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

