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Fit
to
Lead





The Skills Factory

CPD Accredited

An Intensive Programme of Leadership and Management for Clinical Professionals



www.bamm.co.uk

The Skills Factory



Welcome

BAMM's Skills Factory is quite unlike any other leadership and management development programme. Over three intensive days you will work hard with a small group of like-minded colleagues. You will challenge and be challenged but also have fun along the way. We believe that your time is a valuable resource and we won't waste it on empty platitudes. Our faculty will tell it like it is in an open and honest way and we will ensure that every session is grounded

in the real world. The Skills Factory has been designed specifically for clinicians of every specialty who share the common goal of developing their skills as managers and leaders to improve patient care.

We will:

- Focus on the issues and skills that really matter in the complex, real world of the NHS.
- Bring the brightest and best presenters to deliver sessions at a pace that gives you maximum learning and development with the minimum time away from the job.
- Help you understand that the intricacies of the NHS are at the same time challenging, frustrating and fascinating. You will get to grips with how systems and people work so that you can make a real difference to patient care.



The size of the group means that we can get to know YOU and help you work through your own challenges. You will have time to get to know others on the programme – like-minded clinicians. We will work hard, and there will also be time to relax and have fun.



The Programme

The Skills Factory programme is based firmly on BAMB's Standards of Medical Leadership and Management.

It addresses the skills and knowledge required for a role in clinical leadership and gets straight to the heart of our values as clinicians. The programme looks at working with other people and puts system reform into context. You will focus on your own behaviours and leadership style. We deliver the Skills Factory in a number of ways:



- Workshops – working in plenary and delivered hands-on by experts from the frontline and highly experienced members of BAMB's faculty.
- Group Working – giving you an opportunity to learn and network with colleagues from across the NHS.
- Individual sessions – looking at your personal effectiveness and linking the programme to your own practice.

The Skills Factory covers three broad themes in each 3-day module:

- Tools of the trade – knowledge and skills of healthcare management
- Creative thinking and problem solving
- Effective leadership

Each theme is tackled at three levels:

- Personal skills and knowledge
- Skills of working within teams
- Skills of working across the wider organisation

Each Skills Factory can be undertaken as a stand-alone module or as part of a year long Fit to Lead programme. Alternatively it can be taken as a three-module course, with parts 2 and 3 building on part 1.

The 3 Levels – All Skills Factories are values-based

1 – Values & People: Healthcare is delivered by highly educated people, driven by a deep set of values. The NHS is one of the largest employers in the world. Managing people is one of the most difficult challenges facing us. This module looks at the values of the organisation, our values as clinicians and how to get the best out of people.

2 – *Values & Systems*: We manage hugely complex organisations and often get the sense that systems aren't joined up. Research shows that system reform could save the NHS billions – but how? From finance to pathways, we draw on experts in the field to analyse what can be achieved...values-based, clinically led healthcare.

3 – *Values & Strategy*: The NHS is in the midst of the biggest reform programme in its history. We have new-look organisations (e.g. foundation trusts), new ways of working together (networks), etc. This module builds on sessions from the other two modules, and introduces strategic models, helping you get to grips with organisational strategy.

Personal Effectiveness

If you are going to manage others, you must be able to manage yourself. A major focus of the Skills Factory is on you – how effective you are in your role, with your team, in managing the tensions between work and the rest of your life. We look at the strategies you can adopt to help you to be more effective. As clinical leaders we often live our lives at a fast pace and it is easy to forget the importance of our own physical health and fitness. Our professional personal trainer will work with you on a one to one basis to help you reflect on your lifestyle choices and how they impact on your ability to lead. You may choose to look at your diet or discuss some simple exercises that you can do at home and in the office that will make a huge difference. Or you may choose to see BAMM's personal trainer in the fitness facility available on site.



Creativity

Some of the greatest challenges facing leaders can be tackled in a creative way. The Skills Factory has been designed to challenge clinicians to encourage innovation, team working and unlock creativity. Our creative challenge will show you how you can think quickly in management situations, work in teams and communicate complex issues effectively. Working with BAMM's creative team you will work in a group – against the clock – to solve a seemingly daunting problem. In doing so, you will learn how to unleash your own creative skills.



The Skills Factory Team

The Skills Factory Team is a highly effective multi-disciplinary and multi-professional group with an in-depth knowledge of the NHS. Experienced medical leaders provide input to the programme. Our faculty is drawn from:

- The BAMB Team – led by course director Professor Jenny Simpson OBE and Chief Executive of BAMB
- Medical and Clinical Directors
- National Clinical Directors
- Executive Directors in NHS Organisations
- Personal Trainers
- The BAMB Creative Team
- National-level experts on specific issues
- Academics from leading Universities and Business Schools



One-to-One

Our faculty members and course tutors will be on hand throughout the three days for one-to-one sessions. These can cover anything – from further detail and discussion of the topics covered to your own issues back at work, career plans, communication, difficult colleagues – the agenda is entirely yours!

Fit to Lead

The Skills Factory has been designed within the context of BAMB's Fit to Lead programme, which puts a structure and framework around medical management. The programme is underpinned by BAMB's Standards of Medical Management and Leadership. Fit to Lead has been designed to be a practical development programme looking specifically at how you work as a medical manager, identifying development needs and then putting together your own personal development plan. Everyone's needs are different and this is reflected in the design of Fit to Lead.



Values and Systems (Level 2)

	Morning				Afternoon				Evening	
	10:00	10:30 - 11:00	11:00 - 12:00	13:00 - 13:30	13:30 - 15:15	15:30 - 17:00	17:00 - 18:30	19:00	19:30	
Day 1	Registration	The Beginning - Systems & Values	Creative Challenge Launch	Lunch	Information - Power For Systems Change	Break	Creative Challenge/ Personal Training/ Tutoring	Drinks	Dinner	
	09:00 - 09:30	09:30 - 11:00	11:15 - 12:30	13:30 - 14:00	14:00 - 15:15	15:30 - 16:30	16:30 - 18:30	19:00	19:30	
Day 2	Creative Challenge	Systems Design & Improvement - Capacity & Demand	Systems Design & Improvement - Capacity and Demand	Lunch	Financial Levers	Break	Creative Challenge/ Personal Training/ Tutoring	Drinks	Dinner	
	09:00 - 09:30	9:30 - 11:00	11:15 - 12:30	13:30 - 14:00	14:00 - 15:15	15:30 - 16:30	16:30 - 18:30	19:00	19:30	
Day 3	Creative Challenge - Tidying Up	Organisation Response To System Reform	Organisation Response To System Reform	Lunch	Out the Other Side	Break	Creative Challenge Presentation			
	09:00 - 09:30	09:30 - 10:45	11:00 - 12:00	13:00 - 14:00	14:15 - 15:30					

Values and Strategies (Level 3)

	Morning			Afternoon			Evening			
	10:00 - 11:30	11:30 - 12:30	13:30 - 15:00	15:15 - 16:30	16:30 - 18:00	19:00	19:30			
Day 1	10:00 Registration	Healthcare Strategy in the UK	Creative Challenge Launch	Lunch	Service Line Management	Break	Strategic Safari - Exercise Launch	Creative Challenge	Drinks	Dinner
	09:00 - 09:30	9:30 - 10:30	10:45 - 12:30		13:30 - 14:00	14:00 - 15:15	15:30 - 16:30	16:30 - 18:00	19:00	19:30
	Creative Challenge	Strategic Safari	Communication of Risk	Lunch	Creative Challenge	Engaging With The Board - The Role of The Medical Director	Break	Strategic Safari	Creative Challenge	Drinks
Day 2	09:00 - 10:00	10:00 - 11:15	11:30 - 12:00		13:00 - 13:30	13:30 - 14:30	14:45 - 15:30			
	Creative Challenge	Tool - Part 1	Strategic Safari	Lunch	Creative Challenge - Something From Nothing	Tool - Part 2	Break	Strategic Safari - Exercise Feedback		
Day 3	09:00 - 10:00	10:00 - 11:15	11:30 - 12:00		13:00 - 13:30	13:30 - 14:30	14:45 - 15:30			
	Creative Challenge	Tool - Part 1	Strategic Safari	Lunch	Creative Challenge - Something From Nothing	Tool - Part 2	Break	Strategic Safari - Exercise Feedback		

Don't Take Our Word For It ...

Since we launched Skills Factory in 2004, we have been amazed at the feedback we have had from delegates:

"It was excellent. Fun & productive"

"The word 'quality' was written all over it"

"Great course – came away refreshed and enthused"

"Definitely learnt a lot and enjoyed myself too!!"

"Not enough time – leaves me hungry for more"

"Excellent course run by excellent people"

"I would strongly recommend it to my colleagues"

"Excellent and innovative"

"Balance was right – 1:1 sessions were excellent"

"Good mix of delegates. Speakers involved us. Did not get lectured"

"Very good – needs to be rolled out!"

"I left re-energised and re-focused"

"A big thank you for the CD – it's a great memento of a very enjoyable, albeit hard, 3 days"

"Came away with renewed enthusiasm for role of clinician in management"

For more information visit our website www.fittolead.co.uk or call the BAMB office



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Upcoming Dates 2008 / 2009

Values & People (Level 1)

7th – 9th October 2008 – Birmingham

4th – 6th November 2008 – Cambridge

27th – 29th January 2009 – Lancaster

17th – 19th March 2009 – Windsor

Values & Systems (Level 2)

23rd – 25th September 2008 – Windsor

17th – 19th February 2009 – Nottingham

Values & Strategies (Level 3)

13th – 15h January 2009 – Warwick

Skills Factory Booking Form

These events carry 15 CPD Points

Date of Skills Factory you wish to attend:

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Conference Cost

Member Rate£1600 + VAT = £1880

Non Member Rate£1720 + VAT = £2021

10% discount for junior doctors

(Please note the above price includes 2 nights accommodation and dinners)

I enclose a cheque for £..... (made payable to BAMM)

Please invoice my organisation for the amount of £.....
Purchase Order No.....

Please debit my credit card/debit card (We don't accept American Express)

Card Number.....

Issue Number.....Expiry Date...../...../..... Valid From Date...../...../.....

Signature..... Amount (£).....

Post Code..... House Number.....

Security number (three digit number).....

(Please note that these cards details will be destroyed after taking payment)

Delegate Information

Title - Dr/Mr/Mrs/Miss/Ms/Other.....Forename Surname

Job Title for Badge

Organisation

Address

.....

Telephone Number.....Fax Number

Email

Special dietary requirements

Other requirements

Where did you hear about this event? (E.g.: website, mailshot, publication)

.....

Please return the booking form to:

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