

The Effective Library Supervisor: Personal Skills Pack 2 (LA Training Package)



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These two new packs address the management development needs of the library supervisor. Whether they are newly promoted or looking for some fresh impetus, this two-pack programme will cover many of the key concerns of today's library supervisor. Pack two: The library supervisor 2 (up to two days) - managing change - managing meetings - presenting information - training others. This pack includes: - Handout package giving delegates a comprehensive reference source summarizing their learning experience - OHPs and full tutor notes - Pre-course work: giving the trainer valuable background information - Accurately timed sessions and a fully programmed structure - Syndicate exercises: interactive sessions to ensure delegates learn experientially and for themselves - Further reading lists. CHT Training Solutions is an independent training company with a broad base of clients in the private and public sector and an impressive track record in developing training material for specific sectors.

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