

Training & Workshops Programme

October 2022
— March 2022

Kingston First are proud to launch a new **free** training and workshops programme as part of our commitment to supporting our members in Kingston. The programme begins in October 2021 and runs through to March 2022. It has been created in response to your feedback and will help you and your staff enhance your knowledge base and build on essential skills. There is something for all sectors, touching on 3 key themes:

Sales & Marketing

We have a number of sessions focused on how to make the most of social media for your business, grow your online presence and plan your content. We also have a day session on sales skills, for those working in customer-facing roles and business development.

Health & Safety

Courses include first aid at work, riverside safety and counter terrorism, helping your staff stay safe and up-to-date with current guidelines and procedures.

The Sustainability Agenda

A broad topic of growing importance for businesses, these sessions will cover sustainable working practices, including the environment, employment law and diversity and inclusion.

How to Join

Confirmed details will be communicated via kingstonfirst.co.uk and email in advance of the session taking place. There will be a mix of in-person and online sessions.

Drop an email to fred.stiddard@kingstonfirst.co.uk if you have any questions or would like to sign up. Places are allocated on a first come, first served basis.

Schedule

Social Media - 'Plan Your Content Until Christmas'	October	Digital Mother	2.5 hrs
Counter Terrorism - ACT Awareness	October	Met Police	1hr
Social Media - 'How To Succeed On Instagram'	November	Digital Mother	2.5 hrs
Level 2 Emergency First Aid At Work Award	November	Know How Training	Full day 6 hrs
Social Media - 'Creating A LinkedIn Profile To Get You Noticed'	January	Digital Mother	2.5 hrs
Employment Law	January	Russell Cooke	1hr
Sustainable In 60 Minutes	February	Sustainable(ish)	1hr
Level 2 Emergency First Aid At Work Award	February	Know How Training	Full day 6 hrs
Sales Skills	March	Live & Learn	2 hrs
Diversity & Inclusion	March	Diversity Trust	1hr

Dates are subject to change. Please see the website for more info, including exact dates & times.