



Work-life Workshop

Building Work-Life Strategies in Your Organization

*This 2-day Work-life workshop is for Work-life leaders, Human Resources and manager who are interested to know how to assess the business and employees' Work-life needs, implement and evaluate the Work-life solutions. It also looks at how to include Work-life strategies as part of business strategies in enhancing work productivity and effectiveness as well as increase employee engagement. For companies who are interested to apply for the *WoW! Fund to support their implementation of Work-life strategy or the Flexi-work! fund this is the course for you.*

What You Can Benefit

- Learn how Work-life strategies can create employee engagement, retain talent and develop a committed and motivated workforce.
- Know how to Include Work-life strategies as part of business strategies
- Know how to assess business needs, employees' needs and create buy-in from management
- Understand the steps in the Work-life Strategy process: develop and design suitable Work-life strategies such as flexible work arrangement, communicate and market Work-life initiatives, develop policies and procedures, implement and evaluate the effectiveness of the Work-life initiatives through the use of indicators.
- Learn from best practices and case studies from other organizations
- Learn how to apply to the WoW! and Flexi-Works! Fund for grant support

Sign up now for the 2-day Workshop on Work-life. Contact us for more information.

Call Bee Sin at HP 90077418 or send her an email at beesin@growthpointconsultancy.com

Investment Fee

\$800 per pax (\$160 per pax with \$640 claimable from the WoW! fund.)

(Includes course materials, buffet lunches at the hotel café and tea refreshments)

Venue

Bayview Hotel
30 Bencoolen Street
Singapore 189621

(located at the junction of Bras Basah Road and within walking distance from City Hall or Dhoby Ghaut MRT Stations)

A certificate for attendance will be presented to the participants who successfully complete the workshop. *For more information on WoW! fund, please visit the Ministry of Manpower Website.

What some participants have to say ...

"This course has equipped me the whole picture of planning, executing and fine-tuning Work-life strategies in a practical and realistic way." Philip Loh, Sales Manager

"This course design was interactive and had kept participants' attention focused. Good." Rose Tan, Administration and Personnel Manager

"Case studies are very useful tools to create applications and understandings. The personal sharing from each company also gives insights to the problems faced and solutions and applications of working." Aw Lay Sim, HR Group Director

Work-Life Consultant and Training Facilitator: Ms Tan Bee Sin, M.Sc. HR & Leadership, M. Ed, BA, PD (T&D), PGD (MFT), PGD(BA)

As a Certified Work-Life Consultant accredited by the Ministry of Manpower, she has served numerous clients in providing quality Work-Life Strategies consultation over the last 5 years. In addition, she provides consultation to companies in talent management, personality profiling, succession planning, executive and team coaching. The process is supported with the use of psychometric tools such as personality, profiling and 360-feedback rating tools that provide objective assessment and clear development outcomes. Since 2003, Bee Sin has been an adjunct coach with the Centre for Creative Leadership® in the Asia region in providing leadership coaching for senior executives in the corporate and public sector. Some of them include Vice-president of a large European Chemical MNC, Senior Vice-president of a risk insurance company, Directors of established pharmaceutical company and high potentials.

Work-life Workshop for Leaders/HR/Managers

Building Work-Life Strategies in Your Organization

E-mail or fax (6561 1251) your form to
beesin@growthpointconsultancy.com

Cheque made payable to %Growth Point Consultancy+

Post cheque and registration form to:
GROWTH POINT CONSULTANCY

454 Corporation Road #04-03 Singapore 649812

Website: www.growthpointconsultancy.com

Upon receipt of your registration form and cheque, you will receive an acknowledgement. You will only

For Registration:

Select the workshop dates:

26-27 Sep 2011
24-25 Oct 2011
28-29 Nov 2011
19-20 Dec 2011

Name of Organisation: _____

Address: _____

Contact person/Designation: _____

Contact number/E-mail address: _____

Name of participants/Designation	Contact number/E-mail address:
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Cost per pax: **\$800** (no GST); \$160 per pax with \$640 claimable from WoW! Fund. Total number of participants:

Total amount: _____ Cheque Bank Name and Number: _____

Cheque made payable to ðGrowth Point Consultancy

Terms:

A penalty of 30% of the fee is charged for cancellation if the booking fee of the hotel has already been submitted. No refund of payment is given if participant fails to turn up for the workshop. It is advisable for you to replace the participant instead. The workshop will proceed with a minimum number of 6 participants. You will only receive a confirmation of the workshop at least one week before it commences.