

An abstract graphic on the left side of the page features a complex arrangement of blue and silver metallic-looking shapes. These shapes include spheres, rings, and curved tubes, some of which are intertwined. The lighting creates bright highlights and deep shadows, giving the impression of a polished, reflective surface. The overall composition is dynamic and modern.

O D Innovations

Developing People
Developing Organisations

Training & Consultancy Services

Training
Leadership & Management
Development
HRM/HRD Consultancy
Organisational Development
Outplacement Services



O D Innovations



O D Innovations

Developing People — Developing Organisations

About us

At **O D Innovations** we are committed to providing effective Human Resource Management and Development solutions to develop people and organisations.

Our network of associate consultants and trainers are qualified professionals drawn from all industry sectors - Private, Public and Not for Profit.

O D Innovations offer a flexible, individual service customised to reflect the culture and business needs of *your* organisation, a timetable to suit *your* schedule and no geographical boundaries to limit our service. Our aim is to develop people and organisations in order that they achieve their potential.

O D Innovations works with you as an extension to your own Human Resource Development function providing innovative development initiatives and solutions that will deliver a return on investment.

We offer clients a wide variety of training; development and consultancy expertise and services including:

- Personal & Business Skills Training & Development
- Leadership & Management Development
- Facilitating Team Events & Meetings
- HRM/HRD Consultancy Services
- Outplacement Services
- Organisational Development

Contact us

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What we do



O D Innovations



Personal & Business Skills Training & Development

O D Innovations offers a comprehensive portfolio of courses that can be tailored to the specific needs of your people and organisation.

Programmes include:

- Recruitment & Selection
- Presentation Skills
- Dealing with Challenging People & Situations
- Facilitating Meetings
- Leading & Developing the Team
- Creative Thinking & Problem Solving
- Negotiating & Influencing
- The New Manager
- Appraisal
- Performance Management
- Coaching Skills
- Giving & Receiving Feedback
- Diversity
- Negotiating with Unions

Is time away from the workplace a major obstacle to training?

O D Innovations has developed “**Fundamentals**” – ½ day concise sessions, focusing on a particular theme that can fit into your Organisation’s busy schedules.

How do “Fundamentals” work?

“Fundamentals” can be run morning, afternoon or in the middle of the day using lunch as a break point. This gives your people the flexibility to carry out their role during the rest of the day. Each “**Fundamental**” covers the essence of the topic, providing relevant essential knowledge, the opportunity for skills practice and features tools and techniques to transfer learning effectively back into the workplace.



Which topics do “Fundamentals” cover?

- MS Outlook
- Coaching
- Time Management
- Structuring Reports
- Improving Customer Care
- Structuring Presentations
- Negotiation & Influencing Skills
- Problem Solving Fundamentals
- HR for non HR Managers
- Dignity at Work

“**Fundamentals**” can also be designed to deliver HR Policy briefings to staff for example: Diversity & Equal Opportunities; Health & Safety; Recruitment & Selection; Performance Management/Appraisal. Your Organisation’s own policies, procedures & documentation will be used in these briefings.





Leadership & Management Development

O D Innovations offer an extensive range of leadership and management training and development approaches designed to:

- Prepare aspiring managers for new roles and responsibilities
- Enhance managers' skills and expertise
- Develop managers into leaders
- Enable managers and leaders to achieve their potential
- Strengthen and extend leadership skills
- Improve the effectiveness of organisational leadership and management



Leadership

The leadership of an organisation defines the culture and results of an organisation.

O D Innovations designs one day leadership workshops; and two and three day residential leadership workshops comprising topic(s) *your* organisation identifies as central to its leadership development needs.

Example topic areas

- Senior Leadership Teambuilding
- Creative Decision Making and Problem Solving
- Leadership Style
- Leading Change
- Inspiring Conference and Motivational Speaking
- Visioning
- Creating Effective Working Relationships
- Personal Impact

We also offer

- Leadership away-day design and/or facilitation
- Individual and/or Team Leadership Coaching

Management

O D Innovations Management Training & Development is offered on a topic modular basis that can be delivered as stand alone sessions or, using selected topics, designed as a Management Development programme. We also offer Facilitated Away-days & Team Events.

Example topic areas

- The New/Aspiring Manager
- Appraisal
- Performance Management
- Coaching Skills
- Moving Up in Management
- Developing Individuals & Teams
- Recruitment & Selection
- Giving & Receiving Feedback
- Dealing with Challenging People & Situations





HRM/HRD Consultancy

O D Innovations Consultancy brings external perspective and expertise to your organisation, an alternative resource to effectively run projects such as:



- Training Provision Set-up
- Training Needs Analysis
- HR Policy Audit/Review/Development
- Internal Communications
- Recruitment/Selection Exercise
- Assessment/Development Centres
- Away-day/Teambuilding Facilitation

How does HRM/HRD consultancy work?

There are 2 distinct approaches that **O D Innovations** use in consultancy work —

Business partnering working in partnership with

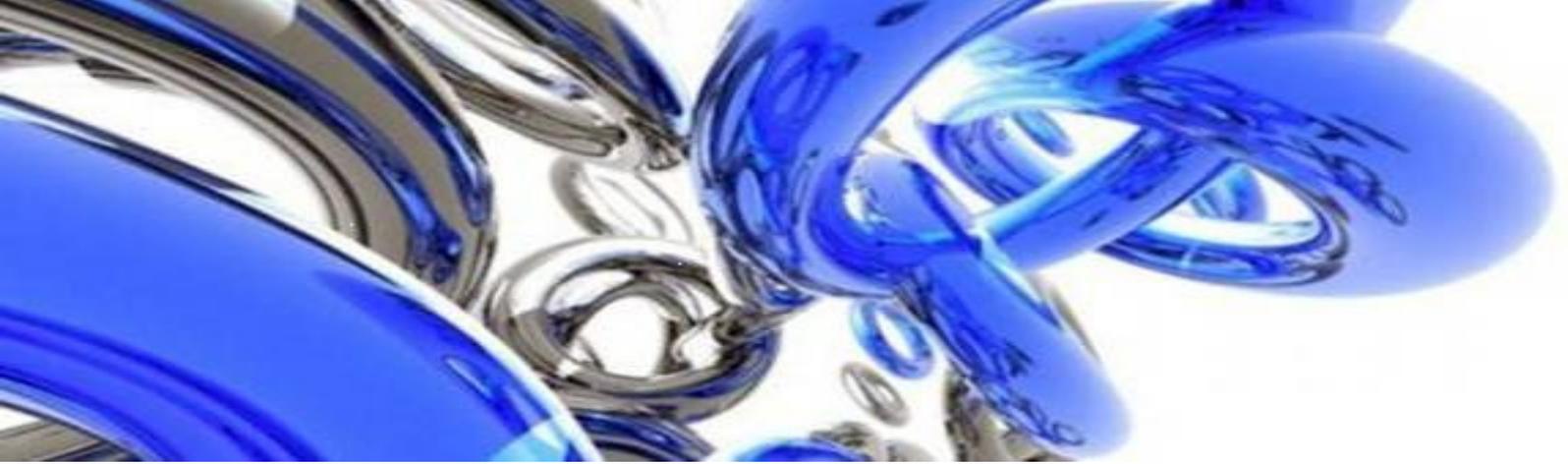
managers at all levels and disciplines providing advice, support & guidance on People Management related issues, For example:

- | | |
|---|--|
| ● Reviewing &/or designing & implementing HRM/HRD Policies & Procedures | ● Recruitment & Selection Business Partnering including: |
| ● Benchmarking | ● Creating job descriptions & person specifications |
| ● Succession Planning | ● Developing competency based selection criteria |
| ● Training Needs Analysis (TNA) | ● Assisting with short-listing & interviewing |
| ● Outplacement Services | |
| ● Formulating Training Plans | |

Project management an alternative resource for any organisation that either has insufficient internal expertise to effectively manage the project/role or is reluctant to take existing staff away from their current responsibilities.

- Taking on a vacant role maintaining its momentum, giving the organisation time to find a suitable permanent replacement, often assisting to review and recruit a successor
- Stepping in quickly, using experience of similar situations to provide expertise where a permanent role may be unnecessary or there may be insufficient time to make a permanent appointment
- Undertaking specific projects with finite timescales providing the skills and experience necessary to lead the project and ensure that the required results are delivered





Organisational Development

Organisational Development aims to improve an organisation's business performance through positive changes to:

- People Management
- Competence
- Communication
- Systems
- Structures

However, most definitions of Organisational Development are often too abstract or "touchy-feely" for practical purposes. So how does **O D Innovations** define Organisational Development in order to be able to tell clients *exactly* what we do?

Our definition is: "Organisational Development — working in partnership to support organisational leaders to generate root cause problem solving and create change in order to improve an organisation's effectiveness".

What we do

Working with the Change Leaders, **O D Innovations** designs and facilitates creative processes to:

- Assess the current situation, diagnose issues and recommend changes to achieve strategic goals
- Recommend approaches for achieving the change to best suit *your* organisation
- Assist with the communication strategy and process to engage employees and inform them about the change and its purpose and benefits



Change initiatives may include

- Organisational Induction Programmes
- Competency Frameworks
- Appraisal Systems
- Performance Management
- Embedding Organisational Values
- Scenario Planning





Outplacement Services

Sometimes organisational changes mean workforce changes, and the need to make redundancies. Any redundancy – whether individual or a number of roles, impacts throughout the organisation and can damage employer/employee relationships.

Being made redundant can be one of the most stressful life experiences. The people affected are often not equipped for the job market and can feel confused, isolated, angry and afraid. Finding another position is a complex, full time occupation which can benefit from support.

O D Innovations Outplacement provides positive supported exits for employees whose roles are redundant helping them to go with a positive message, their self-esteem intact and with the skills to make the transition. Outplacement also helps to maintain the motivation and productivity of the remaining people, improving the organisation's reputation (internally and externally) and increasing the organisation's ability to retain key staff during times of change.

What we offer

All outplacement work is tailored to the needs of your people and your organisation.

Leavers programme

Key elements of typical Individual & Group programmes include:

- The Employment Marketplace
- Skills Audit & Analysis
- Winning CVs & Application Forms
- Self Marketing
- Interview & Selection Skills
- Maintaining Confidence & Momentum



Organisational programme

Often the impact on the "survivors" of redundancies and reorganisation is something that is not recognised. Employees remaining with the organisation, irrespective of level, may need support and training at this time of change in order to deal positively with change and to maintain motivation and productivity through change.

O D Innovations offer 1/2 day workshops designed to focus on **Dealing with change**; and for managers – **Managing change**.



You'll never know how
high you can **soar**,
unless you **spread**
your wings



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