

## Managing Challenging Staffing Situations

**Date:** 12<sup>th</sup> February 2025  
**Times:** 1000 - 1300  
**Venue:** Zoom Online Platform  
**Places available:** 12

**Fee/s:**

<b>NfP Members</b>	<b>£65</b>
<b>Non Members</b>	<b>£110</b>

**This workshop is suitable for: Team leaders, line managers and supervisors**

### **Aim:**

The aim of this workshop is to equip managers with the knowledge, skills and strategies to effectively manage some of the more common challenging staffing situations that line managers encounter. During the workshop we will consider employees who are not performing in their role; employees with high levels of short-term absence; employees who are disruptive and employees who display a negative attitude.

### **Programme:**

During the workshop we will cover:

- Why we need to manage challenging situations
- How to give effective feedback – a model that can be applied in any situation
- How to identify an employee not performing in their role
- How to start an informal performance management process, using a Performance Improvement Plan
- How to effectively manage employees with high levels of short-term absence
- What you can and cannot do as an employer
- Managing employees who are disruptive and display a negative attitude
- Understanding motivations
- Applying a ‘firm but fair’ management style

### **Workshop format:**

The format will be informal and participative – everyone has an important contribution to make to the discussions.

A typical workshop will cover:

- Management theory and research input from the trainer
- Learning from our shared experiences
- Small group work to discuss and share ideas



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### **Trainer Information**

Jennie Britton is a HR consultant with over 18 years HR and training experience. Whilst a large proportion of her HR career has been in the retail sector, she has also supported a multitude of industries and sectors and has delivered training on a variety of topics to employees at all levels of the organisation.

Jennie is now an independent HR Consultant and is passionate about helping organisations achieve their full potential through effective HR Management and part of this is through training your teams.

Jennie believes training is essential for organisations and employees alike because it fosters growth, innovation and success.

### **Booking Information**

**To book a place/s email**

[bookings@networkforpractices.co.uk](mailto:bookings@networkforpractices.co.uk)

*Our acceptance of your booking brings into existence a legally binding contract between us on the following Terms & Conditions - If places are booked but cancelled before payment has been made or a candidate DNAs, the fee will remain due. Cancellations will attract a refund if the course is subsequently fully booked. To avoid any confusion, we ask that Cancellations are by email only. We will make every effort to resell the cancelled place. Where places are free a £25 charge will be applied to cancellations/DNAs. Payment is required within 30 days from date of invoice.*