

First Intuition East Anglia

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where people count



Digital, leadership and management training

First Intuition East Anglia

Find out more and call **Angie Heaney** today:



07376 448725 or 01603 293075



angieheaney@fi.co.uk



www.fi.co.uk

Digital, leadership and management training

Why choose us for your digital, leadership and management training

At First Intuition East Anglia our philosophy is that exceptional professionals possess a strong foundation in three core competencies: technical skills, digital skills, and what we refer to as impact skills, which encompass essential soft skills.

Our digital, leadership and management syllabus is designed with these core competencies in mind, ensuring maximum impact and flexibility.

Flexible workshop options: Dynamic half-day workshops delivered **face-to-face**, allowing you to mix and match sessions to suit your needs (morning, afternoon, or full day). These cover our focused programme areas of management essentials, digital skills and hot topics.

Certificate of attendance and CMI accreditation: Participants will receive a certificate of attendance, which can be used to evidence CPD. Additionally, they can pursue a CMI-accredited qualification and achieve Foundation Chartered Manager status (fCMgr).

Expert trainers: Senior personnel, directors, and subject matter experts deliver high-quality instruction with a focus on actionable takeaways.

Post workshop tasks (Optional): Deepen learning and reinforce key concepts, ensuring noticeable behavioural changes and significant value for continuous professional development. We offer tools that help managers and leaders cultivate impactful micro-habits and execute tailored action plans. By engaging in our optional post-workshop activities, participants can effectively apply their newfound knowledge to their workplace, resulting in tangible improvements in professional performance and continuous learning and development.



Our comprehensive workshops, combined with these tools and activities, ensure participants receives training that fits best and delivers significant value

— “ —

*Thank you so much for today's session,
I genuinely really enjoyed it and I feel
that I have taken some really key things
away that I can start to implement
straight away.*

— ” —

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Management Essentials

Workshops provide foundational skills for effective leadership and high-performing workplaces.

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Management Essentials workshops equip leaders and managers with critical skills in emotional intelligence, self-awareness, people management, team building, cultural understanding, and change management. These sessions provide the tools necessary to foster a resilient, inclusive, and high-performing workplace.

Our dynamic half-day face to face workshops help leaders and managers:

Self-Development



Emotional Intelligence and Self-Reflective Strategies for Growth ▲

Enhance their self-awareness, decision-making, emotional intelligence, and sustainable leadership skills to foster a resilient and responsible workplace culture.

Boosting Personal Impact and Collaboration

Develop critical thinking, personal branding, cross-generational communication, and time management skills to enhance decision-making, innovation, and teamwork.

Understanding Culture and Structure ▲

Master organisational dynamics and leadership to drive sustainable success and positive cultural change.

Self-Awareness and Personal Development for Growth ▲

Enhance their self-awareness, working styles, and personal development through self-assessment, reflection, and CSR integration, fostering continuous growth and effective teamwork.

Elevating Personal Effectiveness and Inclusive Leadership

Develop strategic thinking, ethical decision-making, inclusivity, and networking skills to build resilience, adaptability, and a positive work environment.

Developing Skills, Trust, and Team Synergy ▲

Gain an understanding of the essential leadership skills, the importance of trust and respect, and strategies to enhance team synergy. Learn how to evaluate and develop leadership skills, build a culture of mutual trust and support, and analyse successful leaders' techniques.

People Management



Effective People Management for Nurturing Safe Environments, Individual Growth, and Continuous Learning

Enhance emotional intelligence, adapt their leadership style, and set SMART goals to foster psychological safety, team collaboration, individual growth, and continuous learning.

Building and Leading Exceptional Teams ▲

Explore effective team management strategies, lead diverse and remote teams, and achieve team balance and growth through strategic recruitment and capability assessment.

Effective People Management through Feedback, Coaching, Conflict Resolution, and Delegation techniques

Elevate staff performance through effective feedback, coaching, conflict resolution, and delegation techniques. Focusing on cultivating team growth, resolving conflicts, empowering through delegation, and building resilient teams.

Enhancing Team Performance through Coaching and Development ▲

Enhance their people management, mentoring, and coaching skills, foster collaboration and inclusion, and achieve team balance and continuous growth through practical approaches and strategic recruitment.

Leadership Excellence



Leading through Change

Effectively manage organisational transformations, enhance team resilience, and drive sustainable success through practical change management strategies and adaptive leadership skills.

Mastering Stakeholder Relationships

Master stakeholder relationships by identifying key stakeholders, developing effective communication strategies, building trust, navigating conflicts, and implementing successful engagement plans.

See our timetable for dates of digital, leadership & management and hot topics



Workshop required for accredited CMI
Certificate and Foundation Chartered
Manager status FCMgr

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Digital Skills

Digital Skills workshops equip leaders and managers with essential tools to thrive in a digitally driven business environment.



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Digital Skills workshops provide the knowledge and strategies to navigate digital transformation and the future of work. These sessions cover key competencies like leveraging data, mastering digital tools, and effective decision-making, helping participants enhance productivity, foster innovation, and ensure organisational success.

Our dynamic half-day workshops help leaders and managers:

Navigating Digital Transformation and the Future of Work

Adapt to rapid technological change, embrace the future of work, and guide teams through digital transformation to ensure organisational resilience and agility.

Part 1: Leveraging Data & Analytics: Mastering Data Transformation with Power Query

Master data transformation with Power Query. Create dynamic reports, choose the right tools, and optimise data structures for efficient Excel operations. Gain proficiency in connecting and extracting data, automating workflows, and building automated reports.

Part 1: Leveraging Data & Analytics: Getting Started with Power BI for Effective Decision Making

Transform data into actionable insights with Power BI. Create interactive reports, choose the right visuals, and master the Power BI service for better decision-making.

Mastering the New Normal: Digital Skills and Strategies for Successful Managers:

Build essential digital skills and adopt effective strategies to excel in remote or hybrid work environments, leveraging technology to enhance team performance, collaboration, and overall organisational success.

Part 2: Leveraging Data & Analytics: Mastering Data Transformation with Power Query

Enhance analytical capabilities with advanced data transformation using Power Query. Learn to integrate and transform data from multiple sources, automate data refreshes, and manage data dynamically for better business decisions.

Part 2: Leveraging Data & Analytics: Getting Started with Power BI for Effective Decision Making

Enhance analytical capabilities with advanced data modelling and transformation using Power BI and Power Query. Combine data sources, build robust models, and create complex DAX measures for impactful analysis.

Hot Topics

Hot Topics workshops offer insights and strategies to address current business challenges and drive success.



Hot Topics workshops provide cutting-edge insights and practical strategies on current business challenges. These sessions address the most pressing challenges and opportunities, equipping participants with the skills to drive innovation and enhance performance. Additional topics will be introduced as needed to address emerging trends and business challenges.

Our dynamic half-day workshops help leaders and managers:

Sustainability for SMEs: What is sustainability and why is it important?

Understand the impact of climate change and biodiversity loss on businesses, identify benefits of sustainable initiatives, and foster a positive mindset for change.

Financial Intelligence for Non-Finance Managers: Understanding Financial Statements

Develop the ability to read and interpret financial statements, empowering non-finance managers to make well-informed decisions and contribute to their organisation's financial health.

Getting Going with AI

Gain an understanding of the basics of AI, its workplace applications, and the importance of ethics and governance. Learn how to use AI to improve operations, make better decisions, drive innovation, and ensure ethical practices for more effective leadership in a rapidly changing world.

Sustainability for SMEs: Starting your organisation's journey – how to implement a sustainability strategy

Understand global and national initiatives to reduce emissions and improve biodiversity, identify scope 1, 2, and 3 emissions, measure a business's carbon footprint, and develop sustainability strategies.

Financial Intelligence for Non-Finance Managers: Budgeting Essentials

Acquire essential budgeting skills, enabling non-finance managers to plan and manage resources effectively and contribute to their organisation's financial goals.



See our timetable for dates of digital, leadership & management and hot topics

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Digital, leadership, and management training dates and prices




Our scheduled workshops

Our dynamic half-day **face to face** workshops tackle the core challenges your managers face in the following key areas:

Management essentials   			
DATE	AM (09:30-12:30)	DATE	PM (13:30-16:30)
23 Sep 2025	Effective People Management for Nurturing Safe Environments, Individual Growth, and Continuous Learning	23 Sep 2025	Effective People Management through Feedback, Coaching, Conflict Resolution, and Delegation techniques
6 Nov 2025	Building and Leading Exceptional Teams 	6 Nov 2025	Enhancing Team Performance through Coaching and Development 
3 Dec 2025	Understanding Culture and Structure 	3 Dec 2025	Developing Skills, Trust, and Team Synergy 
14 Jan 2026	Leading through Change	14 Jan 2026	Mastering Stakeholder Relationships
10 Feb 2026	Emotional Intelligence and Self-Reflective Strategies for Growth 	10 Feb 2026	Self-Awareness and Personal Development for Growth 
17 Mar 2026	Boosting Personal Impact and Collaboration	17 Mar 2026	Elevating Personal Effectiveness and Inclusive Leadership

Digital skills 			
DATE	AM (09:30-12:30)	DATE	PM (13:30-16:30)
8 Oct 2025	Part 1: Leveraging Data & Analytics: Getting Started with Power BI for Effective Decision Making *Online Only*		
15 Oct 2025	Part 2: Leveraging Data & Analytics: Getting Started with Power BI for Effective Decision Making *Online Only*		
2026	Part 1: Leveraging Data & Analytics: Mastering Data Transformation with Power Query *Online Only*		
2026	Part 2: Leveraging Data & Analytics: Mastering Data Transformation with Power Query *Online Only*		
2026	Navigating Digital Transformation and the Future of Work	2026	Mastering the New Normal: Digital Skills and Strategies for Successful Managers

Hot topics 			
DATE	AM (09:30-12:30)	DATE	PM (13:30-16:30)
24 Sep 2025	Sustainability for SMEs: What is sustainability and why is it important?	24 Sep 2025	Sustainability for SMEs: Starting your organisation's journey – how to implement a sustainability strategy
2026	Financial Intelligence for Non-Finance Managers: Understanding Financial Statements	2026	Financial Intelligence for Non-Finance Managers: Budgeting Essentials
		2026	Getting going with Artificial Intelligence

Our Prices


Full day (both sessions on the same date): £495 + VAT

Management essentials (complete programme): 6 full days £2,500 + VAT

For those wishing to complete a CMI Accredited Qualification, additional fees:

	CMI Level 5 Award (one module)	CMI Level 5 Certificate (three modules)
CMI Registration	£110	£150
Module	£250	£750
Total*	£360	£900

* All prices are correct at time of print but are subject to change

 Workshop required for accredited CMI Certificate and Foundation Chartered Manager status FCMgr

For half day sessions or buying multiple courses please get in touch with Angie Heaney for bespoke prices

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