

90-Minute Bitesize Portfolio

90-minute expert-led training sessions,
available virtually or in-person.

Management & Leadership (1/2)

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Building a Positive Culture	➔			Y	Y
Building Accountability	➔			Y	Y
Building Multicultural Relationships	➔			Y	Y
Building Resilience in Self and Others	➔	Y	Y	Y	Y
Challenging Conversations	➔	Y	Y	Y	Y
Coaching	➔	Y	Y	Y	Y
Communication Styles	➔			Y	Y
Compassionate Leadership	➔			Y	Y
Constructive Conflict	➔			Y	Y
Creating Quality	➔			Y	Y

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Developing Others	➔			Y	Y
Effective Delegation	➔	Y	Y	Y	Y
Effective Meetings	➔			Y	Y
Effective Mentoring in the Workplace	➔	Y	Y	Y	Y
Employee Engagement	➔	Y	Y	Y	Y
First Time Manager (Introduction to Management)	➔	Y	Y	Y	Y
Flexibility & Agility	➔			Y	Y
Giving and Receiving Feedback	➔	Y	Y	Y	Y
Handling Stress and Conflicting Needs	➔	Y	Y	Y	
Inclusive Leadership	➔			Y	Y

Management & Leadership (2/2)

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Influencing and Negotiating with Senior People	➔	Y	Y	Y	
Interviewing Skills (Recruitment & Interviewing)	➔	Y	Y	Y	Y
Leading a Hybrid Team	➔	Y	Y	Y	Y
Leading without Authority (Managing Upwards)	➔	Y	Y	Y	Y
Manager v Leader	➔			Y	Y
Managing Change	➔	Y	Y	Y	Y
Managing High Performing Teams	➔			Y	Y
Managing Performance	➔	Y	Y	Y	Y
Managing Stress	➔		Y	Y	Y
Managing Virtual Teams	➔	Y	Y	Y	Y

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Motivating Your Team	➔	Y	Y	Y	Y
Objective Setting	➔			Y	Y
Peer to manager	➔			Y	Y
Recognition & Reward	➔			Y	Y
Stepping up to Senior Management	➔			Y	Y
Strategic Decision Making	➔			Y	Y
Strategy	➔	Y	Y	Y	Y
Team Effectiveness	➔	Y	Y	Y	Y
Working in Hybrid Teams - getting the most out of hybrid meetings	➔			Y	Y
Working with High Potentials	➔			Y	Y

Personal Development (1/2)

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
360 Degree Feedback	➔			Y	Y
Assertiveness at Work	➔	Y	Y	Y	Y
Building Networks	➔	Y	Y	Y	Y
Building Resilience and Handling Stress	➔	Y	Y	Y	Y
Building Your Confidence	➔	Y	Y	Y	Y
Business Jargon Busters	➔	Y	Y	Y	Y
Career Planning (Designing your career)	➔			Y	Y
Collaboration	➔			Y	Y
Communication Skills	➔	Y	Y	Y	Y
Connectedness	➔			Y	Y
Continuous Improvement	➔			Y	Y
Developing Personal Brand and Impact	➔	Y	Y	Y	Y
Disability Awareness	➔			Y	
Disruptive Thinking	➔			Y	Y
Diversity, Inclusion & Cultural Awareness	➔	Y	Y	Y	Y
Drive	➔			Y	Y
Effective Writing	➔	Y	Y	Y	Y
Emotional Intelligence	➔	Y	Y	Y	Y

Personal Development (2/2)

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Facilitation Skills	➔			Y	Y
Growth Mindset	➔	Y	Y	Y	Y
Habit Building	➔			Y	Y
How to be an Ally Against Racism	➔			Y	Y
Influencing & Persuading	➔	Y	Y	Y	Y
Innovation & Creativity	➔			Y	Y
Negotiation Skills	➔	Y	Y	Y	Y
Presentation Skills	➔	Y	Y	Y	Y
Problem Solving & Decision Making	➔	Y	Y	Y	Y
Psychological Safety	➔	Y	Y	Y	Y

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Psychology of Leadership	➔			Y	Y
Relating to Others	➔			Y	Y
Stakeholder engagement	➔			Y	Y
Storytelling	➔			Y	Y
Storytelling with Data	➔	Y	Y	Y	
Time Management	➔	Y	Y	Y	Y
Unconscious Bias	➔			Y	Y
Working in a multi-generational workplace	➔			Y	

Essential Business Skills (including Wellbeing & Life Skills)

Topic	Click for more details	Blended training course	Expert-led training: 180-minutes	Expert-led training: 90-minutes (Bitesize)	Online Learning
Belonging in the Workplace	➡			Y	Y
Fundamentals of Sales	➡	Y	Y	Y	Y
Intro to Effective Project Management	➡	Y	Y	Y	Y
Managing Wellbeing	➡	Y	Y	Y	Y
Mental Health in the Workplace	➡			Y	Y
Minute Taking	➡	Y	Y	Y	Y

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Motivating Yourself	➡			Y	
Positive Psychology	➡	Y	Y	Y	Y
Sexual Harrassment	➡			Y	Y
Understanding Costs and Budgets	➡	Y	Y	Y	
Understanding Key Financial Statements and Concepts	➡	Y	Y	Y	
Wellbeing and Stress	➡	Y	Y	Y	Y

Can't find what you're looking for?

Tell us more about your training and development requirements. We'll be delighted to discuss your needs and deliver a programme for you.

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