



PAINLESS PEOPLE  
**MANAGEMENT**

PROGRAMME

# THE FLEXIBLE PAINLESS PEOPLE MANAGEMENT PROGRAMME.

**For groups or individuals** - 96% of those surveyed post-programme said they would 'definitely use' the tools and techniques and 'would recommend' the training to other managers/leaders



# WHY A FLEXIBLE PROGRAMME?

## What doesn't work:

- A survey we carried out revealed two key insights: only a third of people attend every scheduled workshop/class in a training programme because of holidays and other commitments. Traditional training workshop delivery (be it online or in-person) is also only one learning method and doesn't suit everyone
- Plus, 81% of people do not want to learn solely from an alternative 'microlearning' approach (regular bite-sized minutes of content). In any case, it doesn't work for more complex skills/ where group interaction/Q and A etc is required!
- Although a lot of people enjoy training 'in the moment', it is questionable how much is retained and how much gets forgotten soon afterwards if not used in everyday life at work

## Our programme:

- Our programme works more flexibly around other work priorities - only the online module one workshop and optional online live one-hour masterclasses are at a scheduled time (group programmes only)
- We use six different learning formats to accommodate the different ways that people prefer to take in, use and retain information
- Adapted programmes also available where perhaps only one or two managers require the training
- Includes 121 ongoing email support and activity feedback provided by Paul Marsh, MD Lightbulb
- From reading material and quizzes to short videos and online live masterclasses - and just on those....

# PRACTICAL & PUNCHY TRAINING

## Our Different Approach:

- **Because no-one ever said “I wish that training had lasted much longer, had loads more business models, buzzwords and clichés in it and had just used stuff I could have found online!”**
- Our videos and masterclasses combine the style of a 'TED talk' with step-by-step techniques and tools and in short learning bursts
- When onsite with you: No role-plays or gimmicky ice-breakers. People generally hate them!
- We don't fill time with academic, unusable business models
- We give you practical stuff rather than generic pieces of 'advice' or cliché one-liners!  
– telling you to 'empower' people isn't really that helpful!
- We don't use the bog-standard agendas you may find elsewhere! Our techniques are often not found in textbooks (where competitors often copy theirs from) and are focused on what actually works at work
- Inspiring content that won't distract you to your phone!
- We train what we know works and what we and others have successfully used
- All in plain-English: we work hard to minimise buzzwords and corporate-speak
- **The ONLINE LIVE masterclasses provide additional content plus opportunities for Q and A/practising skills**

# THE PROGRAMME

## An Essential Toolbox for Managers/Leaders

### Part One

#### Managing Teams for Overnight Results

- A unique intro to managing people
- The five-step plan for setting team direction/expectations that also helps when managing 'hybrid' or remote working – includes:
  - Putting together a strategy and identifying priorities
  - A new approach to focus on results
  - Using 'early warning indicators' to reduce 'nasty surprises'!
- The 'new meeting rules' and handling team questions
- **This intro module begins with a compulsory 90 minute live masterclass (group programmes)**

### Part Two

#### Difficult Conversations Made Simple

- How to prepare for challenging conversations in a unique way
- Beginning the conversation with a new approach to reduce nerves
- A script and structure to follow for the conversation that '180' flips how you currently approach it!
- The 'non-buzzword' way to improve concerning behaviour/habits!
- **Includes one-hour online live masterclass (group programmes)**

### Part Three

#### Targeting and Managing Performance

- Targeting/measuring results in any role for increased visibility
- Using 'the one magic ingredient, three triggers, five new steps' formula for objective-setting that will boost performance
- How to write behavioural objectives
- The underperformance formula
- The complete step-by-step routine for amazing 121's in half the time!
- **Includes one-hour online live masterclass (group programmes)**

# THE PROGRAMME

## An Essential Toolbox for Managers/Leaders

### Part Four

#### Essential Employment Law: What Do I Do If.....

- Poor performance next steps
- Equality/discrimination legislation facts and myths
- 'Banter' v Harassment
- Some key people 'emergency' scenarios at work and how to practically handle them
- Only what managers need – and without the lecture!
- **Includes one-hour online live masterclass (group programmes)**

### Part Five

#### The 'Chameleon Manager' At Work

- A revealing insight into how we tick and why we behave the way we do
- Includes a psychometric mechanism to better understand what motivates you and others for great working relationships
- How to manage and deal with people who are 'not like me'
- **Includes one-hour online live masterclass (group programmes)**

### Part Six

#### Time-Management for Busy People

- Balancing people management with the 'day job' when everything is important and urgent!
- A unique '21<sup>st</sup> century' time management system for the rest of your life
- Reduce 'time-stealing' and distractions from others
- 'To-Do' lists and 'stress-free' email – A better approach!
- **Includes one-hour online live masterclass (group programmes)**

# FLEXIBLE DELIVERY METHODS

## An Essential Toolbox for Managers/Leaders

### Step-By-Step Videos

- Short videos with key tools and techniques
- Accessible for duration of the programme

### 'Total Recall' A-Z Tools/Techniques PDF

- Builds across the programme to a complete A-Z of tools/techniques
- Includes your one-off next steps and new routines calendar

### Practical 'On-The-Job' Activities and Feedback

- Opportunity to try out what you have learnt
- Completed and sent to Lightbulb for feedback/advice

### Online Live Masterclasses

- Additional content, Q & A, practice
- One for each part of the programme
  - compulsory 90 minutes for Part One
- Delivered by Paul Marsh, MD Lightbulb
- (Masterclasses: Group programmes)

### Quizzes

- Short quizzes to test your memory and learning

### Check-In Reminders

- Memory-joggers and prompts across the programme
- What you should now be doing/using

Onsite/In-Company condensed one-day workshop programmes are also available – enquire for details

# YOUR INVESTMENT

An Essential Toolbox for Managers/Leaders – **GROUP FORMAT**

The complete programme:

£3999 plus VAT/a cohort  
of up to 12 people delivered  
only to your organisation

## Measuring Return On Investment:

- **'Alive and Kicking'** post-training 'is it happening?' prompts for delegates' managers
- Programme **Key Performance Indicators** to measure progress

Contact [paul@lightbulb.work](mailto:paul@lightbulb.work)

07903 233214

# ONLY ONE OR TWO MANAGERS?

## INDIVIDUAL FORMAT

- You may only have one or two managers who require the programme at any one time
- The same flexible programme is available for individuals – the only difference is that the part one online workshop and one-hour masterclasses are replaced with 2 x 30 minute coaching calls with Paul Marsh held during the programme
- Includes 'Alive and Kicking' post-training 'is it happening?' prompts for delegates' managers
- The complete programme for each 'ad hoc' individual manager is £599 plus VAT
- Contact [paul@lightbulb.work](mailto:paul@lightbulb.work) or call 07903 233214 for more details





"Turned everything I thought I knew on its head! Most useful management training I've had"



"Best thing I have been to in ages - real food for thought"



"Techniques and ideas I can actually use rather than jargon and theory"



"A really different but fantastic way to approach 121s and moving away from appraisals"



"The best guidance I have ever had when it comes to this subject. Thank you!"



"A most interesting morning and I can honestly say that I will be applying many of the tools"



"It was very refreshing to come to such a lively, inspiring and informative workshop"



"Many thanks - it was an amazing workshop - used a lot of it already!"

