



We offer a wide portfolio of training services and provision, and business consultancy, and we work closely with other specialists to be able to deliver a truly customised service.

We are able to give you references and testimonials from many satisfied clients, and we look forward to discussing your requirements.

A synopsis of Simply the Best and its people follows. We operate as a synergistic group, we are flexible, motivational, innovative and we listen.

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www.simplythebesttc.co.uk

The office is usually staffed from 9.30 - 2.30 most days. However due to the "Outside Nature" of much of our training, there may be occasions when the BT answering service cuts in. We do check messages regularly, so please leave a message or try again, as it is very rare that no staff are on site.

- PRINCIPAL CONSULTANT— Julie M Thomas B.Sc Hons Dip ESB
- ENVIRONMENTAL TRAINING MANAGER — Nick Heins M.Sc
- OFFICE MANAGER — Kathy Searle B.A Hons
- TECHNICAL INSTRUCTOR — Geoff Thomas
- TRAINING SUPERVISOR — Keith Lewis

PRICES 2005

We prefer to give you a direct quote for your individual enquiry, but we also realise that budgets can be limiting and costs need to be considered before decisions can be made, so we have outlined typical price ranges to aid you.

Lantra Skills Courses ~ Specific price lists for all short courses are available in our full Lantra Pack. Full courses are on offer as well as infill places on our most popular courses. A ready reckoner for most popular courses is included, but as a rough guide, most day courses start at £595 a day.

· **Lantra Course Approval** ~ Individual courses can be written and accredited through Lantra or OCN. Prices are similar and start at £595 per day plus Vat. Management Skills can also be accredited in this way if desired (usually up to 10 candidates).

Simply The Best Training Consultancy Courses ~ These will be accredited with our own Company certification.

Personal Development (including Motivation, Empowerment, Confidence Building, Self Esteem, Goal Setting etc)

Personal Development courses can be organised, ranging from 3 to 10 days, and tailored to suit your needs and client group. They are usually delivered at our own venues, and depending on content required, prices start from £395 per day up to £750 per day (for up to 10 candidates).

There are usually at least 3 members of staff, often 5, available to facilitate these courses; and venue hire, equipment and consumables, and lunch is included.

Lantra Accredited Skills can often be integrated within these courses.

Please call us if you require sample timetables and prices based on your individual needs.

Public Speaking & Presentation Skills

Unique to Simply The Best is the availability of short courses, one-to-one coaching, and even Speech Writing in our Training Portfolio, as well as the option of English Speaking Board accreditation.

Typically 1-Day courses on Public Speaking, Presentation Skills or Communication Skills start at £595 per day (for up to 10 candidates).

English Speaking Board accreditation would involve 2.5 days personalised work at approximately £450 per person (discounts would apply for 4+ candidates).

Seminars (1-Day)

Suitable for 20 – 100 people, covering themes such as Team Building, which involve

a series of workshops and activities, with between 5 and 10 facilitators available.

Prices start at £3,000 plus Vat. Clients may choose their own venue or use ours at Lakeside Farm Park (see www.lakesidefarmpark.co.uk) for conference details and pricing structure).

Business & Management Courses

All courses are suitable for up to 10-12 candidates. They usually start at £595 per day, including travel and accommodation throughout Wales, at your venue.

Equipment such as flipcharts, OHP & screen, TV and video can be provided at no extra charge if you do not have these facilities readily available. In addition, courses can be tailored to your specific needs / industry sector at no extra charge.

Venues can be made available in the Bridgend / RCT area from £50 - £100, and lunch can be provided on a per head basis.

Course Title	
Time Management	Attitudes & Office Politics
Communication Skills	Stress Management
Communications in the Workplace	Negotiation Skills
Assertiveness Skills	Crisis Management
Project Management	Business Skills for Small Company
Motivation in the Workplace	Management for New Managers
Effective People Management	Managing Underperformance
Team Building for Supervisors	Recruiting & Selecting Staff
Team Building Dynamics	CVs & Interview Skills
Leadership Skills	Train the Trainer
Mentoring ~ Its Use in an Organisation	Electrical Safety in Home & Workplace
Managing Mentors	Handling Animals & Animal Welfare
Presentation Skills for the Terrified	Horse & Stable Management
Public Speaking for the Terrified	Retail Display & Merchandising
Instructional Techniques	Direct Selling Techniques
Running Effective Meetings	Telephone Skills for Help Line Staff
Confidence & Credibility	Creating Brochures & Publicity Materials
Minute Taking	Exhibition & Display Techniques
Successful Meetings	Skills for Staffing Exhibitions & Displays
Delegation ~ The Managers Toolkit	Marketing Your Business
Goal Setting & Getting	What is Marketing?
Action Planning	Selling Skills
Targets & How To Hit Them	Marketing & Selling ~ "Poles Apart"
Empowering People in Organisations	Promotion & Publicity
Decision Making	Customer Care
Problem Solving	Developing Customer Service

KEY PEOPLE

JULIE M THOMAS BSc Hons, Dip ESB.



The consultancy team is headed by Julie, an innovative and creative thinker, who is an accomplished public speaker. She was very successful in the direct sales field, often delivering presentations to conferences of 1000 delegate colleagues. Enthusiastic and Professional, she appears in a corporate P.R. video, and has had many letters and articles printed in both National and Agricultural press, and has features on several radio programmes

Originally a college lecturer, Julie has a firm foundation in training and is a Registered Instructor in Management with Lantra National Training Organisation. In her role as a Registered Tutor with the English Speaking Board (ESB) she delivers training courses and judges public speaking competitions. Holding the ESB Diploma in Oral Skills in Management, with a distinction in Oral Presentation, is a measure of her ability to entertain and motivate an audience. She holds TDLB D32/D33 Assessor Awards and is currently completing her MBA.

She specialises in rural business, and is very active within the Agricultural industry. She currently delivers consultancy for Agriplan Cymru under the Farming Connect initiative.

NICHOLAS HEINS, MSc. FRICS

Nick has over 27 years experience in the property / landed profession as a Chartered Surveyor and Auctioneer. However, having a life-long interest in nature, heritage and environmental conservation issues, he took the opportunity in 1997/98 to obtain an MSc in Environmental Conservation Management at the University of Glamorgan.

Following this he acquired practical experience in the voluntary sector with the British Trust for Conservation Volunteers and holds Lantra certificates for Chainsaws, Brushcutters & Trimmers and ATV's. He is experienced in Horticulture, and Environmental Management, holds First Aid at work certificate, and is currently working towards D32/D33 units.

He joined the 'Simply the Best' team in 2000, and supervises and project manages the on going training programme for the Environmental Task Force. He is a first class instructor who gets involved with the trainees and develops their skills well. He is both popular and is respected by trainees, and his calm assured manner and reliability are greatly valued by all the team members.



KATHY SEARLE, BA (Hons)

Energetic, professional and self-motivated, Kathy is a confident and creative trainer, and has significant experience of working in both the private and public sectors. Since graduating from university her highly evolved skills in personnel management include staff recruitment, appraisals and training. she has gained extensive knowledge of business practices, especially in planning and budgeting, statistical analysis, target setting and promotional incentives.

She is qualified (FAETC / TDLB D32 & D33 Assessor Awards) in devising, delivering and assessing training courses; and has demonstrated her abilities in a variety of roles working with both children and adults within educational and professional environments.

With her first-rate organisational skills and initiative, Kathy has also taken on the role of Administration Manager ~ to keep Julie in check! Computer-literate, with excellent co-ordination and strong interpersonal skills, she organises the daily running of the office with an efficient and professional manner. She is studying for her M.A in personal development.

An outgoing, down-to-earth person who enjoys being involved with whatever is going on, she also enjoys extra curricular activities, such as School Governor, PTA Chairman and voluntary tutor in Basic Skills, all of which enhances her proficiency at dealing with people of all levels. Kathy has an appetite and zest for life that leaves most people breathless, and never fails to motivate or enthuse clients.



GEOFF THOMAS

Geoff's practical skills and talents make him an excellent technical trainer. Originally trained as an electrician, he spent many years "on the tools" within the Electrical Industry, and has worked on domestic wiring, street lighting and industrial installation. He was a technician and part time college lecturer until he returned to his Farming roots; he now farms the 300 acres of Caerlan, running a large flock of sheep, many of which are pedigree.

As a farmer he is extremely capable and adept at skills such as carpentry, plumbing, welding, fencing, machinery repair and maintenance, building maintenance, and construction skills. He also has specialist skills such as shearing, dry stone walling and showing stock.

Geoff is computer literate and working towards his ECDL, and has recently become an approved Instructor with Lantra. Geoff's quiet, unassuming manner and instinctive ability to train and teach gets the best out of novice trainees. Day to day planning and long term management of both the farm, and its use as a training venue, make his dual role of instructor and farmer challenging but fulfilling.

Away from work Geoff is also a School Governor at Williamstown Primary School, and Chairman of the South Wales Mountain Sheep Breeders Society. In addition, Geoff regularly stewards and judges competitions within the Young Farmers Movement, and is a past County Chairman of Glamorgan YFC.

KEITH LEWIS

Keith is a member of the team, who works as a supervisor with our new deal clients.

With a background in agricultural contracting and market gardening, he is an enthusiastic multi skilled worker with a great deal of knowledge of wildlife and the environment. Keith is an instinctive instructor, and is always eager to learn new skills himself.

Our other associates include:

JAN EVANS, BHSI,

Jan is the equestrian expert, and offers riding tuition, schooling and all things equine. She also holds D32, D33, D34 qualifications and can deliver BHS courses & Lantra courses approved courses in equestrian skills. With 40 years in the saddle (she went from pram to saddle!) and 20 years experience of training for BHS and NVQ students, she practices what she preaches and has just qualified a horse for Trailblazers National championships at Stoneleigh. She specialises in one to one tuition, her reputation for inspiring and creating rapport with clients demonstrates her natural coaching skills. She is currently working towards becoming a BHS examiner and a LIST 4 dressage judge.

ALISON DENTON, BA (Hons), PGCE

Forthright and professional, Alison compliments the team with her ability to motivate within a training environment.

Originally head of the History Department of a large comprehensive school, she now enjoys teaching Politics to 'A' level students and works as an examiner and specialist consultant, as well as developing ideas for 'Simply The Best' and advising us on educational issues. An extremely talented horticulturalist, Alison has designed and implemented new gardens styles for colleagues, and has won many prestigious flower arranging competitions. Without a doubt her green fingers complement her intellect and quick thinking ability.

JILL AUSTIN is our ATV, and 4 x 4 driving instructor. Firm and professional she uses her advanced driving skills to methodically coach her trainees.

KEITH COLDWELL is our Mechanical genius. He is an agricultural engineer, often used by Health and Safety executive as an instructor. His talents also extend to construction work, and his pied piper approach to training is a rare skill extremely well executed.

STUART FRY is our Lantra instructor for Dry stone walling and all environmental courses. His expertise in these fields is renowned, and his work is often featured in the Western Mail. Stuart brings realism and humour to his training.

BARRY LYONS is our Lantra instructor for chain saws. He is an exceptional trainer, whose professionalism is inspiring.

And by the way,

We are involved with the WDA Dynamo project for schools, Dynamo 16+ and “because you can” campaign which promotes entrepreneurship in Wales. Julie is a regular speaker as a Dynamo role model in schools and colleges. We were featured on a billboard poster as part of this !



We care passionately about the environment, and were delighted when we were awarded GREEN DRAGON environmental standard—level 2.

We have been awarded a good corporation award, for best business practice, and were highly commended in our links with the community, and in our environmental practices!!



Julie delivers agricultural consultancy under the Farming Connect initiative through Agriplan Cymru.



www.simplythebesttc.co.uk