Applications are flooding in for these very popular training courses.

- Controlling budgets, expense memos, letters, report writing, managing meetings, communication
- Resource planning, estimates, budgets, quality care, competency
- Listening and questioning skills, appraisal, assertive communication, computing for greenkeepers, time management, team building, motivation, delegation and leadership skills.
- Employment law, race relations, equal opportunities and computers in management.
- Introduces and develops the essentials of financial management
- Whether it's presentations to committees, seminars and conferences or you just need to improve your verbal presentation skills then this course is for you.
- Does your club meet the requirements of the Health and Safety at Work Act? Find out by attending one of these courses, which cover policy, risk assessments, manual handling etc.
- Ideal for all greenkeepers wishing to improve their general management and access to individual computer terminals is £426 + VAT.

Regional Supervisory Management Courses
Applications are flooding in for these very popular training courses. Make sure of your place by calling BIGGA HQ NOW to ensure that you are not left behind.

Aldwark Manor Supervisory Management Courses-1996
Module 1: Managing People October 7-11
- Computing for greenkeepers, team building, motivation, delegation and leadership skills.

Module 2: Managing People October 14-28
- Listening and questioning skills, appraisal, assertive communication, constructive feedback, grievance and discipline, further computing for greenkeepers.

Module 3: Managing Operations and Resources October 21-25
- Resource planning, estimates, budgets, quality care, competency based training, portfolio development and computing for greenkeepers.

Module 4: Managing Information October 28-November 1
- Memos, letters, report writing, managing meetings, communication skills, presentation skills and computing for greenkeepers.

Module 5: Managing Finance, Management of Health and Safety, Recruitment and Selection-November 4-8
- Controlling budgets, expense reports, cash flow forecasting, computerised accounts, health and safety management, interview techniques, employment law, race relations, equal opportunities and computers in management.

The cost of each course, which includes all food, accommodation, tuition and access to individual computer terminals is £426 + VAT.

Apply today to reserve your place.

Regional Supervisory Management Courses 1996/97
Essential Management Skills for Greenkeepers
- Ideal for all greenkeepers wishing to improve their general management skills.

Regional Supervisory Management Courses 1996/97
Budgeting and Finance for Greenkeepers
- Develops and introduces the essentials of financial management

COST: BIGGA Members £75 per delegate, all inclusive.
Non-BIGGA members £150

Toro/Lely/PGA European Tour Student of the Year Competition

Students entered for this Year's Competition will soon be receiving invitations to attend the Regional Finals. These will be held at:

Scotland September 9 The King James Thistle Hotel Edinburgh
North September 10 Novotel North
South East September 11 Waterton Park Hotel South West September 12 Gloucester Hotel
Wales September 12 Gloucester Hotel Middles September 12 Gloucester Hotel
Ireland September 10 Novotel Ireland

Each of the courses is linked to N/SVQ Level 3 Supervisory Units. All applications together with a deposit for £10 must be at BIGGA HQ by 16 August 1996.

Remember, the costs of all of these courses is kept at such a very low level by subsidies from the BIGGA Education and Development Fund which is supported by our Golden and Silver Key Circle Members.