

Management Courses



'In just a week at one of our Management Courses, greenkeepers can pick up a fantastic wealth of knowledge, new ideas, techniques and tips from top industry experts. Don't miss out!'

**- DAVID GOLDING,
BIGGA Education Officer**

Join the buzz!

BOOKINGS are now being taken for the BIGGA Management Courses - fast becoming recognised as the best events of their kind throughout the entire industry.

And thanks to the continued financial support of Kubota UK and the Greenkeepers Training Committee, the in-house courses will once again be held at Aldwark Manor. In stylish surroundings delegates will be able to gain valuable knowledge, pick up new ideas and exchange views with their counterparts on other courses and some of greenkeeping's top names.

For six weeks commencing in mid-October, Aldwark Manor - home of BIGGA HQ - will be buzzing with all that's happening to make tomorrow's greenkeeper better equipped than ever before.

This is the fourth year of the courses. Delegates who have attended in the past will be aware of the need, therefore, to book early. It's a rolling programme, so book straight away for your next year. If you haven't already witnessed the superb facilities at Aldwark Manor, apply today for Year One. Priority will be given on Years Two, Three and Four to delegates who have attended in previous years.

Attendance at each week's course qualifies delegates for eight Credits to go towards the Master Greenkeepers Certificate.

Remember, there are *no* examinations to take at the end of the Management Course. Your learning process comes from the quality daytime sessions - and from informal discussion in the bar afterwards.

Cost per week, to include accommodation (twin bedded rooms), all meals and tuition fees is £280 +VAT = £329.

To reserve your place, complete the pre-paid postcard in this magazine. If you have any queries or you need more information, call Sue Gudgeon on 03473 581/2. There are only limited places available and interest is always high: book straight away to avoid disappointment.



Management Courses Autumn/Winter 1992: TIMETABLES

Year 1 16-20 November 1992 or 23-27 November 1992. Delegates per week: 20

| | 9am - 12 noon | 1.30pm - 4.00pm | 4.30pm - 7.00pm |
|------------------|--|--|--|
| Monday | Delegates arrive at BIGGA HQ for lunch at noon | How to manage your time more effectively: David Illingworth | Introduction to computers: Fred Robinson |
| Tuesday | Computers: continued Fred Robinson | Grasses for the Golf Course: Andy Newell STRI | Communication workshop: Nick Bisset, Askham Bryan College |
| Wednesday | Conservation on the Golf Course: Robert Taylor, STRI | Problems associated with the maintenance of Greens, Tees, Bunkers, Surrounds and Fairways: STRI speakers | |
| Thursday | Health & Safety Update: Jon Allbutt | | |
| Friday | Turf Grass Diseases: STRI speaker | Delegates depart following lunch | |

Each day: Coffee break: 10.30am • Lunch: 12 noon
Tea break: 4pm • Dinner is served at 7.30pm

Year 2 2-6 November 1992 or 9-13 November 1992. Delegates per week: 20

| | 9am - 12 noon | 1.30pm - 4.00pm | 4.30pm - 7.00pm |
|------------------|--|--|---|
| Monday | Delegates arrive at BIGGA HQ for lunch at noon | Assertiveness: Frank Newberry and Lesley Moore | Report Writing: Frank Newberry and Lesley Moore |
| Tuesday | Verbal Presentations: Frank Newberry and Lesley Moore | Leadership: Frank Newberry and Lesley Moore | Presentation: Frank Newberry and Lesley Moore |
| Wednesday | Health & Safety at Work Act 1974: Jon Allbutt | | |
| Thursday | Preparing a Health & Safety Statement of Safety Policy/Preparing a Risk Assessment (COSHH-FEPA): Jon Allbutt | | |
| Friday | Fertilisers: What are the Options? David Lawson, STRI | Delegates depart following lunch | |

Each day: Coffee break: 10.30am • Lunch: 12 noon
Tea break: 4pm • Dinner is served at 7.30pm

Year 3 26-30 October 1992. Delegates per week: 20

| | 9am - 12 noon | 1.30pm - 4.00pm | 4.30pm - 7.00pm |
|------------------|--|--|---|
| Monday | Delegates arrive at BIGGA HQ for lunch at noon | Job Interview | Writing and Assessing CVs |
| Tuesday | Team Development | Managing Performance: Paul Whiteley and Frank Newberry | |
| Wednesday | Surveying: Robert Everett, STRI | | Finance: What are the Options? Keith Jaynes |
| Thursday | Construction of Golf Greens: Brian D Pierson, British Association of Golf Course Contractors | | |
| Friday | Preparing and Implementing a Course Policy Document: David Stansfield, STRI | Delegates depart following lunch | |

Each day: Coffee break: 10.30am • Lunch: 12 noon
Tea break: 4pm • Dinner is served at 7.30pm

Year 4 19-23 October 1992. Delegates per week: 20

| | 9am - 12 noon | 1.30pm - 4.00pm | 4.30pm - 7.00pm |
|------------------|--|--|-----------------------------|
| Monday | Delegates arrive at BIGGA HQ for lunch at noon | Advanced Public Speaking | Marketing and Customer Care |
| Tuesday | Negotiating Skills: Paul Whiteley and Frank Newberry | Working Under Pressure: Paul Whiteley and Frank Newberry | |
| Wednesday | First Aid | | |
| Thursday | Health & Safety at Work Update: Jon Allbutt | | |
| Friday | Presenting a Course for Championships: Bruce Jamieson, PGA European Tour | Delegates depart following lunch | |

Each day: Coffee break: 10.30am • Lunch: 12 noon
Tea break: 4pm • Dinner is served at 7.30pm