



## Education Update

BY KEN RICHARDSON

# BIGGA courses will keep you up to date

This month we include a further reminder for those greenkeepers considering attending this year's supervisory and management courses, at Aldwark Manor and Elmwood College, information on next year's supervisory and management courses in Ireland, the Midlands, the North, the South East and the South West, and information on the 1996 Massey Ferguson Machinery Workshops and news of the Learning Experience 1996.

### BIGGA SUPERVISORY AND MANAGEMENT COURSES

Places are still available on this year's BIGGA Supervisory and Management Courses. The courses, which proved to be very popular last year, provide greenkeepers with important supervisory and management skills. You might just have time to book a place if you can contact me straight away and forward a cheque for £117.50. Head greenkeepers who have not received any formal supervisory or management training should advise their clubs that grants of £150 may be available from the GTC to help with the cost of sending their greenkeepers on one or more GTC endorsed management courses.

The 1995 series of BIGGA Supervisory and Management Courses has been designed not only to meet the underpinning knowledge requirements of S/NVQ Level 3 Units but also to introduce elements S/NVQ Level 4. BIGGA courses are open to all greenkeepers who need to improve their supervisory and management skills. The courses are:

- Module 1: Managing People 1. October 16 – October 20. Covering team building, interpersonal skills, leadership, time management and computers in greenkeeping.
- Module 2: Managing People 2. October 30 – November 3. Covering assertive communication, influencing skills, grievance and discipline and computers in greenkeeping.
- Module 3: Managing Opera-

tions and Resources. November 6- November 10. Covering planning and organising, estimating cost, budgets and project management.

■ Module 4: Managing Information. November 13 – November 17. Covering writing memos, letters and reports, communication skills, collecting and recording information.

■ Module 5: Management Techniques. November 20 – November 24. Covering level 4 management techniques. Topics include maintenance and improvement of service and operations, project management, negotiation skills and quality assurance.

All course delegates and employers will receive an end of course summary. This could be used to provide evidence for N/SVQ assessors.

Attendance at each year's course qualifies for eight credits towards the Master Greenkeeper Certificate.

The cost per week, including accommodation, all meals and tuition fees is £420 + VAT for BIGGA members and £475 + VAT for non-members.

If you need advice on which week to attend or have any other queries call me on 01347 838581.

Send your application NOW.

### Regional Supervisory and Management Courses

A few places on the Scottish Region two-day supervisory and management course are still available. These residential courses, which will be held on October 16/17 and October 18/19, have been introduced to make management training more accessible to all BIGGA members. Each course costs £50 for BIGGA members and £150 to non-members. Reserve your place by sending a deposit of £10 to BIGGA HQ.

The Northern Region two-day supervisory and management courses will be held in Chester on February 12 and 13 1996 and in York on February 14 and 15 1996.

The Midland Region two-day supervisory and management

courses will be held in Kettering on February 5 and 6 1996 and in Birmingham on February 7 and 8 1996.

The South East Region two-day supervisory and management courses will be held in Brighton on February 5 and 6 1996 and in Dover on February 7 and 8 1996.

The South West Region two-day supervisory and management courses will be held in Bristol on February 12 and 13 1996, in Bournemouth on February 14 and 15 1996 and in Plymouth on February 19 and 20 1996.

The Southern Ireland two-day supervisory and management courses will be held in Killarney on March 7 and 8 1996.

These courses have been designed to introduce supervisory skills to those greenkeepers moving into supervisory positions for the first time and for experienced supervisors who are having to cope with change and include time management, oral and written communication, team building, discipline and motivation. Each course is limited to twelve delegates and costs just £50 per delegate (thanks to a large subsidy from the BIGGA Education and Development Fund), which includes

all tuition meals and one night's accommodation. Reserve your place now.

### Massey Ferguson Machinery Workshops

The 1996 Massey Ferguson Machinery Workshops will take place at Elmwood College, Cupar Fife on April 1 1996 at Warwickshire College, Moreton Morrell Warwickshire on February 19 1996 and Oaklands College, St Albans Hertfordshire on March 11 1996. Each workshop will run from Monday lunchtime until Friday lunchtime and will include sessions on the selection, use, maintenance and running costs of mid mounted, front mounted and compact tractors and will give delegates practical "hands on" experience.

Colleges will, shortly, be invited to nominate up to two students to attend the course, however places are limited to 12 delegates on each course and some selection may have to take place.

Delegates will be allocated a place on the workshop nearest to their home/college. All travel, accommodation and tuition costs will be met by Massey Ferguson.

Watch out for further details in future editions of *Greenkeeper International*.

## What's the Best thing about being a Greenkeeper?

Keith McCartney,  
Dumfries and Galloway GC  
"I enjoy it when visitors who have come to the course take the trouble to come up and say that it is in good condition and that they enjoyed playing it."

