



Training & Professional Development

Shelby offers an extensive range of courses to help you reach your professional and organisational goals. We are committed to developing individuals and teams to inspire efficient, effective, innovative workers.

What training services does Shelby provide?

- **Off-the-Shelf Courses**

Shelby Consulting offers a suite of off-the-shelf training courses. All our courses can be delivered in house; facilitating an in house course has both practical and financial benefits for your department.

- **Per seat courses**

Shelby offer a calendar of per seat training courses through out the year. This means, you can up-skill your staff without worrying about participation levels or booking and co-ordinating meeting rooms.

- **Customised Training**

We work with clients to develop and deliver customised training courses. Our consultants have extensive training and development experience at a senior level and provide the insight to help organisations and individuals identify

effective strategies that align with their goals.

- **One-On-One Coaching**

Shelby Consulting offers one-on-one coaching for individuals who desire more targeted guidance in their search for professional success. Our consultants have unrivalled experience and knowledge and can offer advice on a broad range of business matters.

What areas of training does Shelby cover?

Shelby offers a range of courses in the following areas:

- Difficult situations
- Engaging with others
- Leadership development
- Employment market
- Writing skills

[\(click here to view the full list of courses\)](#)

Inspiring People for Greater Performance.



Training & Professional Development

Benefits of Training Employees

Effective employee training and development is essential for your organisation's operation and success. Up skilling your staff will challenge them and keep them motivated. Studies have shown that the most successful and productive employees are those who have received regular and ongoing training. Some of the many benefits of training employees include:

- Increased productivity
- Improved team morale
- Increased efficiency
- Increased staff retention

Our guarantee to our clients

Satisfaction Guaranteed or Your Money Back!

If you're not satisfied that the training was delivered as advertised, we'll give you your money back.

What our clients say:

"What I enjoyed most about the session was how the presenter involved those present with activities and group discussion." (Career management)

"Very informative and has given me more understanding of writing letters and emails." (Business writing)

"Well run, Shai knows her stuff and maintains interest in what is a dry subject." (Accountable conduct)

"Well presented and thought provoking. It made me aware of keeping career goals at the forefront of my thinking." (Career management)

"[The presentation] was suitably paced, informative and relevant. It covered a wide area including managing teams and the concepts of leading." (Leading and managing teams)
