



# polaris learning ltd NEWS SUEWS



"It has been a very busy year so far, and we are all enjoying the opportunity to work with such a wide range of clients and their people, as they complete their Modern Apprenticeships or join us for other training or development. We were also delighted to welcome Steven, Vincent and Lilliana to the team, all have great experience in the food and drink industry.

We are really pleased to be working with so many long standing clients as well as starting to work with a wide range of new.

You can find out a bit more about Steven, Vincent, Lilliana and some of our clients in this newsletter.



Train The Trainer

# THIS YEARS NEWSLETTER INCLUDES



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## SOME OF OUR SUCCESSFUL **CANDIDATES OVER THE LAST YEAR**



### **CONGRATULATIONS TO SOME OF OUR CLIENTS...**







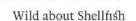


















# **WELCOME TO THE TEAM**

### **VINCENT HUIJING**

We are delighted to have Vincent join our team, starting with us in November last year. Vincent has been enjoying getting to work with so many clients across Scotland, supporting with a range of Modern Apprenticeships, as well as our Train the Trainer ILM Recognised programme and Root Cause Analysis workshops.

We have quickly been able to apply Vincent's great experience as a Production Manager and then prior to this, as a manager in a variety of food production companies, and his engineering background.



Vincent experience helps him to understand what the Modern Apprentices need to know to excel, how to help them apply what they are learning and how to support those who are needing a bit more help. With his extensive management experience, Vincent is also in a great position to help with the development of supervisors and managers, as well as supporting with technical subjects unique to the food and drink industry.

"I joined the food team as a consultant in November of 2022 and have since been fortunate to work with some great clients and candidates already. I have always enjoyed working with people and helping to develop others around me has given me a lot of satisfaction in previous roles, so working for Polaris Learning and getting the opportunity to step this up and helping candidates build on their understanding and underpinning their knowledge has been a great experience. With my help, I am hoping to make a difference to many future team leaders, supervisors and managers. From the moment I joined the business, I have been very well supported and we work closely with each other to deliver a great service"



### **STEVEN PATERSON**

Steven joined us at the beginning of February this year and has been a brilliant addition to our team.

Steven had been working for many years in a large food manufacturer as a Production Team Leader and then previously as a Training & Development Skills Trainer. This experience has helped Steven to move into a Consultant role in our team and gives him a great background for all his work with Modern Apprentices.

Steven has loved getting stuck in, working with a range of candidates and being on site with such a variety of businesses.

"What an amazing team, great culture, great attitude, amazing work ethic and really friendly team from the top to the bottom of the organisation. I am constantly learning within the food and drink team of Polaris Learning."

# THE FOOD TEAM

#### OUR FOOD AND DRINK TEAM IS GOING FROM STRENGTH TO STRENGTH

**Catriona** joined us in 2004 having previously been in the army and then in a wide variety of HR roles. Catriona works with a wide range of Modern Apprentices from the spirits industry, food and drink through to management. Catriona also delivers an extensive range of leadership development training and qualifications, Train the Trainer, and assessor and verifier training and qualifications, as well as managing our overall Modern Apprenticeship programme.

Alastair has been with us now since 2004, having previously been a Meat Hygiene Inspector, and then prior to this, a butcher and owner of his own butchery shops. Alastair loves working with a wide range of Modern Apprenticeship candidates across Scotland, as well as delivering internal audit training, Poultry Inspection Assistant training and HACPP training, as some examples.

Jamie joined us in 2017 having previously worked extensively in food manufacturing in a variety of management and training roles, has extensive knowledge of food safety and is highly experienced in the fish and meat industries. Jamie works with a wide range of Modern Apprentices, and also delivers Train the Trainer and leadership topics.





**Callum** works across different industry sectors, spending much time in the food and drink industry to support our Modern Apprenticeship programme as well as those working towards their IBD qualifications. Callum also delivers assessor and internal verifier training and qualifications, as well as Train the Trainer. Callum has been with us since 2015, having previously worked in an engineering role.

#### NEWEST MEMBER TO THE POLARIS LEARNING TEAM

**Ljiljana** has just joined us after many years at a food manufacturing site where she worked for 10 years in a Team Leader role, then more recently in a Learning and Developing role. We are very pleased to welcome Lily to our team.



# **ANNOUNCEMENT**

#### **AQUATERRA TRAINING AND POLARIS LEARNING**

AquaTerra Training and Polaris Learning are delighted to announce that after many years of working closely together, they are now strengthening this relationship with AquaTerra Training

investing in Polaris Learning, with a 50% share. Both companies have been looking for an opportunity to grow their businesses, and build on the offer of a complete training and competency service for their clients. This new arrangement is key to achieving this.

AquaTerra Training took the decision to invest in Polaris Learning as part of AquaTerra Training's ongoing commitment to delivering exceptional training services to its clients. By joining forces with Polaris Learning, AguaTerra Training aims to broaden its range of training offerings, and provide an even higher level of expertise and resources to its customers.

Polaris Learning & AquaTerra Training have been working together for around 10 years informally, and were looking for a way to strengthen this relationship enabling them to maximise their resources and achieve their full potential to address client needs in the marketplace.

"This strategic investment marks a significant milestone for AquaTerra Training," said Charlie Cameron, Managing Director of AquaTerra Training. "We are excited to join forces with Polaris Learning and combine our strengths to create a powerhouse in the training and competency industry. Together, we will be able to offer a wider range of training and competency programs, supporting online technologies, deliver enhanced learning experiences, and drive real-world results for our clients." Keith Adam, Director of Polaris Learning, said "both companies have a similar ethos and culture, in addition our products and services are complimentary. We are delighted to be working together more formally.

Under the new partnership, AquaTerra Training and Polaris Learning will continue to operate under their existing name and brands but pool their respective expertise and resources to develop innovative training solutions that cater to the specific needs of their clients. By combining their collective knowledge and experience, the two organisations are confident in their ability to deliver industry-leading training programs that enable individuals and businesses to thrive.



practice. Courses are delivered by an experienced team of training professionals and can be delivered as either a standard course or tailored to meet your specific needs.

AguaTerra Training can provide training at their excellent, purpose built training centre in Aberdeenshire or they can provide a trainer to your site. Aquaterra Training currently deliver a range of accredited, practical courses to an average of 8,000 candidates per year. AguaTerra's main areas of training consist of:

- Work at Height
- **Confined Space**
- Health & Safety
- Transport & Dangerous Goods

A vast portfolio of courses - from PASMA Towers for Users and OPITO Authorised Gas Tester to First Aid and Dangerous goods by Road, Air and Sea - fall under these categories.



# GORDON & MACPHAIL



We started working with Gordon and MacPhail on their Modern Apprenticeship programme in September 2021 and they have been a pleasure to work with. We caught up with Vikki MacInnes, HR Generalist, who looks after the programme:

SINGLE MALT SCOTCH WHISKY

"We encourage everyone to be open and transparent about how they find any aspect of work at Gordon and MacPhail, and we have taken exactly the same approach with the Modern Apprenticeship programme. Overall, people have really taken to it and we can really see those that are involved, growing in confidence. It may have been the case that some of the team have the practical skills to do their jobs well but they do not have the theory underpinning this. Now they have that knowledge and it is a great boost for them. Even those who would say they are not academic have managed well and are now not scared to progress in their careers or are not wary of these types of qualifications."

Vikki went on to discuss other benefits that they are seeing from the Modern Apprenticeship programme:

"The programme has really helped to broaden people's mindsets about their roles, showing them what they are capable of, and what they need to be thinking about in their current roles. It has also shown them how they can grow in their roles, highlighting that they are on a good career path and showing a future where they can progress within Gordon and MacPhail. It has been amazing to see them grow, develop and be excited about what they could achieve here, in the future. It also helps us when we are thinking about succession planning."

Vikki remembers that when she first started in October last year, the Modern Apprenticeship programme was a bit of a sales pitch but now, as more people go through and complete the programme, word is spreading.

Vikki shared: "Those who have completed are pleased to share their success, team leads are seeing the benefits and encouraging others to participate, and even those who have been putting it off because they are nervous about studying, are changing their minds. With the Polaris Learning team and our team (those who have completed, those completing and those of us that provide support), we have created a network, a small club where everyone supports each other and more people are now asking to get involved as they can see the immediate benefits and the future opportunities."

At Gordon and MacPhail, we are using the Modern Apprenticeship in Food and Drink Operations SCQF Levels 5 and 6. The pathways that they use are: Production and Processing, Distribution Skills and Spirits Operations.

Well done to all involved!

# INTERNAL AUDIT TRAINING

#### **WE OFFER DIFFERENT TRAINING TO SUIT YOUR NEEDS**

If you want to boost the capabilities of your internal auditors, we offer two courses which are a great way to get your team up-to-speed and clear on what they need to do. We provide this either as online learning or as a workshop on your site.

#### INTERNAL AUDITOR WORKSHOP TRAINING

In the training we cover:

- •The role of internal audit in the maintenance and improvement of management systems
- · Plan and prepare for an internal audit
- · Carry out quality audits and ensure that investigation is sufficiently detailed to reveal any discrepancies
- $\cdot$  Agree any corrective actions and dates by which it should be carried out
- · Conduct audits in a way which enhances confidence and commitment to quality by the auditees
- Complete accurate records in accordance with company procedures
- $\cdot$  Make appropriate recommendations to relevant people for improvements to procedures

#### INTERNAL QUALITY AUDITING ONLINE LEARNING

The modules covered are:

- · Why Audit?
- · The Internal Auditor
- · Audit Planning and the Audit
- · Reporting and Assessment
- · Resources

At the end, we have different options: a knowledge test to achieve a Polaris Learning Certificate of Completion through or an internal audit, using your paperwork and process, leading to a Polaris Learning Certificate of Competence.



### FREE PROGRAMMES FROM SEAFISH

# Are you looking to enhance your knowledge in hygiene, cleaning, and health & safety? Seafish have two free online courses to offer you!

#### **FOOD AND HYGIENE**

Whether you work in the seafood industry or handle other foods, understanding hygiene principles is essential. This course provides a comprehensive overview of best practices and is perfect for anyone looking to maintain high standards in food handling. Enroll now and gain valuable insights!

https://seafoodacademy.org/pdfs/H0LM%202018%20Single%20segments/H0LM%202018%20Revision%20-%20Introduction.pdf

#### **HEALTH & SAFETY**

This course covers general health and safety concepts with a focus on examples from the seafood industry. Not only will you be prepared to take the foundation health and safety certificate test, but you'll also have a solid understanding of safety protocols applicable across various industries. This is a stepping stone to a higher level course too.

https://seafoodacademy.org/pdfs/0nline0LM/0%20Introduction%20to%20HS0LM%202017%200nline%20version.pdf



It has been a great experience to work with a wide range of the Tunnock's

team as they invest in their people across the factory, giving them the skills, knowledge and confidence to deliver training as and when it is needed on the line.













Previously, Tunnock's training was delivered by a buddy system only, but there was an appetite to enhance this training by providing a number of operators with the skills and understanding on the best way to train and how to adapt this for individual needs.

Most operators in Tunnock's rotate around their areas, every 30 minutes, so the delivery of consistent training for new starts is key and to have a large volume of experienced trainers is an essential part of this process.

Putting their volunteer 'trainers' through the Train the Trainer course has been a great way of achieving this goal and the 'trainers' very much enjoyed this experience.

However, the buddy system still very much exists as an additional support for new starts or employees new to the area. This could be because of a machine break down that they may not be familiar with or a refresh on a particular area.

Angela, HR Manager at Tunnocks, was very clear that she wanted an approach to Train the Trainer that would put people at ease, would build their confidence and ability in what they need to be able to do, and would leave them motivated to support the continuous process of training:

"I knew that some people would be nervous about attending a Train the Trainer so I wanted to work with a provider who would understand what we needed, understand our type of business and work well with our people. Catriona has been brilliant, putting people at ease, quickly. She really understands our industry and we can have very open conversations which is important for us".

# LEADERSHIP DEVELOPMENT LEADERSHIP DEVELOPMENT DEVELOPMENT LEADERSHIP DEVELOPMENT LEADERSHIP LEADERSHIP DEVELOPMENT LEADERSHIP LEADERSHIP DEVELOPMENT LEADERSHIP LEADERSHIP

We believe that the leaders who thrive in their roles have the right levels of self-awareness and awareness of others, mixed with appropriate knowledge, attitudes and behaviours, and all underpinned by resilience and an understanding of human factors. This makes them great at their jobs day-to-day and when the unexpected happens.

A

"The Talent for the Future programme has been a real success with many of the employees being promoted into senior roles with other candidates progressing to the next level of the ILM award. Polaris Learning has worked closely with Baxters Food Group to ensure the programme met our business requirements to develop our next generation of supervisors. The energy and drive from both the candidates and Polaris Learning trainers has been superb!"

To help your leaders excel, we can work with you to implement a leadership development programme that is designed to quickly boost your leaders' confidence and competence with targeted interventions that help them take what they are learning back to their workplace.

Our goal is to exceed your expectations by providing leadership development solutions that work in the real world of work, resulting in energised and motivated leaders who are resilient, focused and driven to achieve your goals, aligned to your organisation's vision and values, taking their people with them every step of the way.

"Delegates are now better equipped in management and leadership skills. Importantly self awareness among delegates has improved and self development has strengthened within them also. Polaris Learning deliver tailored programmes, delivered in a focused and relevant manner and in a style that truly engages the participants."

#### **PROGRAMME IDEAS**

By understanding your focus, we can build a programme that will work best for your organisation, your people and your timescales.

We have a wide range of topics developed and ready as a starting point. We have included some ideas of programmes for different levels of management on the next page. You will see that these programmes include a mix of workshops, online and blended learning.

You can choose workshops only, workshops with practical assignments, our tailored programmes of learning ILM recognised or qualifications from the ILM or SQA.



"I expected this to be a good course for our senior managers but I have never been on a course that gets everyone so involved, where the trainers have such real life, relevant experiences to share and where we took away tools that we applied when faced as a team with a very challenging situation in a client project."

General Manager

# LEADERSHIP DEVELOPMENT LEADERSHIP DEVELOPMENT DEVELOPMENT LEADERSHIP DEVELOPMENT LEADERSHIP NDERSHIP DEVELOPMENT LEADERSHIP DEVELOPMENT

**EXAMPLE PROGRAMME IDEAS** 



**Leadership and Communication** 

**Emotional Intelligence and Managing Performance** 

**Managing Conflict and Workplace Coaching** 

**Team Performance and Managing Change** 

#### **Leadership Skills**

**Communication Skills** 

**Coaching and Mentoring** 

**Understanding Human Factors** 





Understanding Yourself and Your Impact on Others

> Motivation and Performance

Understanding of Self and Your Role in Managing Conflict

Development Planning and Performance Management Vision, Values and Your Leadership Role

Successful Decision Making

Understanding Yourself and Your Impact on Others

Vision, Values and Your Leadership Role Understanding of Self and Your Role in Managing Conflict Leading Successful Change

Developing Resilience EXECUTIVE /
SENIOR LEADER

Financial and

Commercial

Acumen

Motivation and Performance Managing Talent

## **USEFUL REFERENCE LINKS**



#### YOUNG PERSON'S GUARANTEE

This gives all young people aged 16 to 24 a guarantee of access to work, training or education, with apprenticeships integral to this. You can find out more information here: https://www.myworldofwork.co.uk/youngpersonsquarantee

#### **DEVELOPING THE YOUNG WORKFORCE**



Developing the Young Workforce (DYW) is the Scottish Government's Youth Employment strategy to better prepare young people for the world of work.

Skills Development Scotland is a significant partner in supporting and aligning to this mission working with DYW Regional Employer Groups across Scotland to connect employers and education for the benefit of young people.

https://education.gov.scot/learning-in-scotland/programmes/developing-the-young-workforce-dyw/

#### **FAIR WORK PRACTICES**

Fair Work Practices is a key part of the Scottish Government's strategy and as organisations that deliver and use Modern Apprenticeship qualifications, we are all encouraged to use fair work practices in our work places.

Fair Work is defined as work that: "offers effective voice, opportunity, security, fulfilment and respect; that balances the rights and responsibilities of employers and workers and that can generate benefits for individuals, organisations and society."

In reality, this includes:

- · A pay policy that includes a commitment to supporting the Living Wage
- Developing a workforce which reflects the diversity of population of Scotland in terms of age, gender, gender identity, ethnicity, sexual orientation and disability
- · A strong commitment to Modern Apprenticeships
- · Support for learning and development
- Flexible working (including for example practices such as flexi-time and career breaks) and support for family friendly working and wider work life balance
- · Gender balance and wider representative workforce
- · Promoting workplace innovation
- · Respect: treat each employee with respect and value diversity within the workforce

#### SCOTTISH BUSINESS PLEDGE FIND OUT MORE AT: HTTPS://SCOTTISHBUSINESSPLEDGE.SCOT/

The Scottish Business Pledge is good for business and good for Scotland. Here's how each part of the Business Pledge could contribute to your future business success.



#### Paying the real minimun wage

This is the heart of the Scottish Business Pledge. It improves productivity and retention.



#### Action to address gender pay gap

Taking action to address the gap in overall pay levels between men and women, known as the Gender Pay Gap, ensures a more committed workforce.



#### No inappropriate use of zero hours

Offering guaranteed working hours increases commitment and reduces turnover.

# MODERN APPRENTICESHIPS AVAILABLE



#### FISH AND SHELLFISH

- •Designed by the National Skills Academy for Food and Drink alongside Seafish.
- Polaris Learning offers Modern Apprenticeship programmes with pathways for people working in different job roles in the wholesale, fish processing and retail industries.
- •The experienced team at Polaris Learning works closely with clients and their people to ensure they get the most out of the Modern Apprenticeship programme.
- •We offer 1 to 1 training or workshops depending on the needs of the individual and business.
- •The Modern Apprenticeship programmes are available at Level 5 and Level 6 to reflect different levels of experience and responsibility, and we adjust our approach accordingly.

#### **FOOD AND DRINK OPERATIONS**

- •This apprenticeship supports different job roles Food Service, Food Processing and Manufacturing, Distribution and Supply Chain, Meat and Poultry, Craft Bakery Skills, Fish and Shellfish Skills, Technical and Quality, and Management Qualification.
- We offer Modern Apprenticeship programmes at Level 2 (SCQF 5) and Level 3 (SCQF 6) or Management Level 3 (SCQF 7) which are suitable for different levels of your team to reflect their levels of experience and responsibility.
- •For those who are in the industry already, this Modern Apprenticeship gives them an opportunity to demonstrate their competencies, as well as develop skills or knowledge areas where there might be gaps.
- We have worked with many experienced team members who have been in an organisation for many years. They have still found the process to be beneficial, and have appreciated the opportunity to complete a recognised qualification.





#### **BREWING**

- •The Modern Apprenticeship can support different job roles such as: The Brewer, Brewing, Bottling/Canning/Kegging, Warehouse/Dispatch.
- •The Modern Apprenticeship will support the employee to gain skills, knowledge and competence from intake of raw materials through to dispatch.
- •Focus on monitoring and maintaining storage systems, improving systems and communications, evaluating procedures and recommending appropriate changes.
- ·Look at taking delivery of goods into a warehouse for sorting, stacking and storage and then eventually picking and packing items for dispatch.
- •This Modern Apprenticeship has been drawn up to meet the needs of all brewers, from micro-businesses to major employers, and we are very happy to be driving this award forward.

#### **SPIRITS SCQF LEVEL 6**

- This qualification covers areas such as Food Safety, Health, Safety and Environmental Systems, Product Quality, Operate Control Systems, Site Security, Malting, Milling, Mashing, Fermentation, Distilling, Flavouring and Cask Filling.
- This Modern Apprenticeship has been designed with the industry to cover a range of operations and includes processing, bottling, packing, labelling, casking, warehouse operations and distribution.
- -It takes approximately 24 months to complete and includes two awards, an SVQ from the SQA and either or both the IBD General Certificate in Distilling or the IBD General Certificate in Packaging from the NSAFD. For those who have not completed their Core Skills, it also includes Core Skills although the majority of these we build into the main programme of learning and assessment.



# SUPPORTING DIVERSITY, EQUITY AND INCLUSION IN YOUR BUSINESS

Diversity in business can bring under-represented thoughts and experiences to the table, inspiring increased creativity and innovation within teams and business.

Diversity, equity and inclusion (DEI) in the workplace are critical to the success of best-in-class organisations. In 2020, the coronavirus global health pandemic, economic uncertainty and high-profile racial justice events are all issues that have informed the direction of DEI initiatives, and these factors will likely influence DEI trends in the coming years as well.

#### 1. REDEFINING LEADERSHIP

With more employees working from home or hybrid working, business leaders will need to build on their emotional intelligence and other soft skills. As alternative working arrangements continue to be on offer, most businesses will continue pivoting to help employees navigate any challenging new circumstances that may be affecting their daily work.

#### 2. REHUMANISING WORK

Businesses will also need to draw upon their emotional intelligence skills to manage employees effectively in 2023. Best-in-class organisations do so by having open and honest conversations with their employees about societal issues that may be affecting them. These discussions can create space for employees to process what's going on and express what it means to them, which can give everyone a chance to connect with each other and their leaders on a human level. DEI practitioners can support these conversations by training leaders, from the MD down, on how to take an understanding and empathetic approach to discussions with their colleagues.



#### 3. DIVERSITY AMONGST TEAMS

Another DEI matter business leaders should focus on in 2023 is building diverse teams within their organisations, particularly in remote work settings. Numerous studies have shown that diverse teams, on average, outperform more homogeneous ones and tend to generate 20-30% more revenue than less diverse organisations and teams. Diversity in businesses can bring underrepresented thoughts and experiences to the table, inspiring increased creativity and innovation within teams. For this reason, building diverse, equitable and inclusive teams will remain imperative to business success.

#### 4. CLOSING GAPS

Other issues that need to be on the radar of DEI and business leaders include gender equity, pay parity, flexible work arrangements, and added emphasis on physical, mental and financial health initiatives. Organisations must look to close any inequity gaps present in their business, whether they are based on gender, ethnicity or any other factor. To position their organisation to tackle these issues effectively, DEI-focused business leaders will need to determine what goals their business should set and what resources they will need to achieve them.

COMPETENCY MANAGEMENT

SOFTWARE BY POLARIS LEARNING



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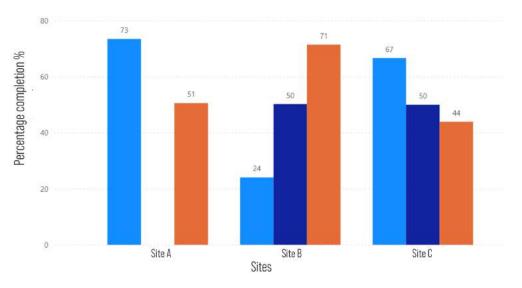
Giving you the tools to cost effectively develop your people: tracking, monitoring and demonstrating their training, competency and performance.

Helping your team stay competent, compliant and trained with online integrated competency records tailored to your needs.

#### **NOW WITH POWERFUL REPORTING**



Tailored **Build in linked** competency online learning records Be ready for **Demonstrate** audits, anytime training, and anywhere competency and compliance Stay in front: Streamline your Monitor training and training and competency of all competency your people processes



PLUS Competencies is our online learning and competency management system. It is designed to be a flexible tool that allows different solutions to be put in place depending on what is needed for your approach to competency management.

You can use PLUS Competencies to manage and demonstrate competency. Or you can bring a greater value to your organisation, using training and competency to drive your organisation forward.

## TRAIN THE TRAINER

## 1,2 & 3 DAYS

We have 3 diffferent Train the Trainer options available. This would be delivered at your site. We can vary the content to suit what you need if there is more of a focus on 1 to 1 training or group training, for example. We also offer this training through virtual workshops.

Course	Pre-Course Work	Focus	Assessment	Certification
1-Day Train the Trainer	Bring a 5-minute demo or training piece	One-to-one training	Short 5-minute assessment	Polaris Learning Certificate of Completion
2-Day Train the Trainer including 1 day of Assessment	Bring a 5-minute demo or training piece	One-to-one training	On-the-line assessment and short knowledge section	Polaris Learning Certificate of Competence
3-Day Train the Trainer ILM Recognised	Prepare a 10-minute presentation and a 10- minute demo	Practical training skills including group training and presentation skills	Final practical assessment and completion of knowledge assignment	ILM Recognised certification

"I have trained and coached before but this programme gave the opportunity to look at how I present myself, receiving pointers to help me develop my skills in the right direction".

A Learner, Train the Trainer



# WHAT ARE THE DIFFERENCES IN CONTENT?

Induction And Introduction to Traning

Identifying Learning Needs

Training and Learning Styles

Instruction, Demonstration and Coaching

Plan and Prepare

Provide Learning Questioning and Feedback

Competence and Knowledge Assessment

#### 2 DAY

- · Benefits and barriers of one-to-one training
- · Identifying development need and support required
- EDIP (Explain, Demonstrate, Imitate and Practice)
- Coaching techniques and models, e.g., GROW
- · Questioning techniques
- Providing feedback

#### 3 DAY

- · Introductions and Overview of Course Objectives
- · Introduction to Presentation Skills and Group Training
- · Delivery of Delegate Presentation and Feedback
- Learning Styles
- · Presenting Information and Developing Presentations
- · Understanding Group Dynamics
- · Dealing with Difficulties when Dealing with Groups

On day two, we would assess each person training someone and providing feedback to ensure competence levels were achieved. Participants would also have to complete a short knowledge section to confirm understanding as part of the competence certificate.

# SECOND DAY

- · Introductions & Overview
- · Delivery of Delegate Demonstration
- · Instruction Sessions, and Feedback
- · Benefits and Barriers of 1-to-1 Training
- · Questioning Techniques with Individuals

HIRD DAY

- · Final Practical Assessment
- · Completion of Knowledge Assignment
- · Feedback



It is brilliant to have been working with Farne for over 10 years. The partnership works firstly, because Farne Salmon and Trout are committed to the development of their people and for many years, have placed the Modern Apprenticeship programme at the heart of their learning and development strategy. Secondly, it works well, we feel, because it is very easy for us to work with Farne. They have a dedicated training team who communicate well with us and well with all their people involved, whether the candidates or their supervisors.

Our Senior Consultant Jamie has been supporting Farne for many years and for the last six months, Vincent has also been working with Farne and their people.

Vincent told us: "This company is a delight to work with. They make it so easy for me to plan visits and schedules, everyone knows when to expect me, what to expect and where to focus. It helps that the training team also understand the Modern Apprenticeship programme well and I even have someone in this team who completed the SCQF Level 5 and is now working towards the next level. I appreciate having such a great training team to work with."

In the last five years alone, we have supported over 85 candidates with their Modern Apprenticeship qualifications. We are working with people from production, the primary area, the slicing halls, despatch, the print room, warehouse, laundry and soon, someone from the kilns where they smoke the salmon. We mainly use the Production and Processing pathway at SCQF Level 5, but we also use the Fish and Shellfish pathway SCQF Level 5. We see good progression as well between Modern Apprenticeship levels as people develop and grow in their roles.

We are delighted to be working again with Campbells Prime Meat Ltd as we take 6 of the team through their Modern Apprenticeship in Food and Drink Operations, SCQF Level 5. The focus is the Meat & Poultry pathway.

Campbells

MEAT • FISH • DELI

Within the Butchery and Fish Departments at Campbells, there are three separate departments: fish, chicken and red meat. Interestingly, each employee is allocated a client order to fulfil within the department that they work in. This gives them great opportunity to complete this specialist Modern Apprenticeship pathway as well as adding to their job satisfaction. As an order arrives, that is allocated to a team member to fulfil in their department before the whole order is collated by the despatch team.

Alastair, our project manager, and Steven, our assessor for Campbell Meats, find them all a pleasure to work with.

"Our Butchery trainees are very engaged with the Modern Apprenticeship programme and it provides a great foundation for a career in butchery."

Campbells Prime Meat Ltd works across the whole of Scotland and across a wide range of organisations including Michelin Star restaurants. They also collaborate with Quality Meat Scotland to provide demonstrations on their butchery techniques to a range of Head Chefs. Polaris Learning also like to source the meat for our company barbeques here as well!



# WANT TO BE FEATURED IN THE NEXT NEWSLETTER OR ON OUR SOCIAL MEDIA?

Get in touch with us using the details below if you would like to be featured in our next issue of our newsletter, or if you would like to be featured on any of our social media channels.

www.polaris-learning.com

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