

Courses for Chambers' Practice Management - Product Sheet

BESPOKE TRAINING & PERSONAL DEVELOPMENT SOLUTIONS FOR BARRISTERS' CHAMBERS



Practice
Management
Excellence

Effective Practice Development for Members

Understanding the clerk's role in their members' success

Effective Practice Development for Members is a workshop which addresses the significance and structure of managing and developing the careers of members of Chambers.

You will gain expert knowledge and confidence in running a first-class PDM. You will learn how to support members, from tenants to assisting in Silk applications.

Being excellent at PDMs will not only be of great benefit to the member and Chambers as a whole but will also drive structure to the operations of the practice team.

This workshop is designed for all Clerks and Practice Managers and will explore the following:

- PRM best practice – content of the meeting and frequency
- Psychology of the PRM – expectations of those attending
- Strategic development – goal setting
- Planning and pitfalls – optimising time, being effective and heading off potential problems

This course is designed to be engaging and practical for experienced Clerks from all educational backgrounds. It can be conducted in a group or one-to-one, in person or remotely.

How is it done?

All our workshops are developed with high levels of input from delegates. We professionally coach our delegates rather than tell them what to do. By doing this we achieve maximum learning, high relevance to Chambers and embed change. Delegates will experience low levels of PowerPoint and high levels of interaction, leaving with all course notes and extending reading materials. The time allowance for this course 5.5 hours excluding breaks. It can be conducted in one day or over two evenings.

What will I get from attending?

- Confidence in being able to hold a first class professional PDM
- Understand what is required to be able to build a growth strategy and development plan
- Have an insight into what interpersonal skills can be employed to gain best results from members' of Chambers

Who would benefit from this?

- Clerks, Practice Managers
- Any Chambers' support staff involved in Practice Review Meetings

Contact Us

For more information about our courses and what else we offer, please visit: www.pmetraining.co.uk or to book your place contact nicky@pmetraining.co.uk