



**Briefing for '*Outside London - Planning your next career step*'.
Premier Inn, Newcastle Central Wednesday 29th April 2015**

Who will attend?

1. This workshop style event is titled '*Outside London - Planning your next career step*' and will be held on April 29th at the Premier Inn, Newcastle Central. Newbridge Street Newcastle upon Tyne Tyne and Wear NE1 8BS. The day is aimed at those in the HEO-SEO grades but is open to all wishing to progress their careers outside London. The event is run by FDAlearn in partnership with ARC (the union for senior managers and professionals in HMRC). The £35 charge for those not in HMRC will cover a proportion of the costs only -the FDA will make a loss. The association of Revenue and Customs (ARC) has bought places for HMRC staff who can attend **FREE**

Aims of the Morning sessions

2. The aim of the event is to help delegates to focus their career development outside London with a focus on the operational Delivery profession and will , provide insight into;
 - The Civil Service Competency Framework
 - Building your capability
 - Developing your career in the modern Civil Service outside London
 - The day will involve speakers from CS Local as well as a senior manager who has made a career outside London.



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The Afternoon session - 'Stand and Deliver' Masterclass

3. This masterclass has been offered to FDA members for the last 5 years (currently at a rate of £55 for members and £110 for others). It is by far the most successful of the 30 plus masterclasses offered by FDAlearn in that time - with over 400 members attending sessions.
4. The FDA is happy to subsidise this session so that we can bring it out of London to support those looking to develop skills for a career away from the capital.

The providers - The Royal Central School for Speech & Drama

For more than 20 years The Royal Central School of Speech and Drama has provided an innovative approach to transferring the skills used in the training of actors, through the development of voice, speech and body language to business clients. Central's work has been featured in The Daily Telegraph, The Times, The Daily Mail, Radios 4, 2 and London, BBC News, BBC4, and ITV2. Central's business clients include Google, John Lewis, NHS, TV presenters, CEOs and MPs.

The Masterclass - Personal Impact - Stand and Deliver

Discover how to produce a powerful and clear speaking voice and see the effect that incongruent body language might have on your message.

During the afternoon you will exercise your vocal chords, develop an elevator pitch and learn some secrets from the acting profession.

To get the best from this fun and interactive session you will need to participate from the outset. Noise levels will increase as you push your voice harder than you have for years. Be ready to join in vocal exercises, active discussions and work on your personal style.

Forum theatre will help you to become familiar with practical and behavioural tools for effective speaking and leadership. Use this workshop as a safe environment to rehearse a range of practical approaches to public speaking.



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ANNEX A - The Organisers

ARC (the Association of Revenue and Customs)

ARC is a trade union and professional association representing some 2,500 senior staff in HMRC. Those in the 'band T' training grade, Grades 6 & 7, and members of the SCS are eligible to join, and all professions and managers are welcome.

ARC is part of the FDA whose 'FDALearn' function engages with those who aspire to reach the grades that ARC represents. We work hard to support equality of opportunity in accessing opportunities for staff to progress their careers. ARC actively:

- seeks to influence and support the increase in the number of high quality opportunities by offering support and engagement to those aspirant to grade 7
- works with HMRC and the Tax Academy to support diversity
- works with FDALearn to offer 'Development Events', and other initiatives with employers & partners to those from all backgrounds who are aspirant to reach the grades we represent

The ARC investment in this event is part of that strategy.

Civil Service Local

Civil Service Local is a cross departmental initiative, part of Civil Service Resourcing and working closely with the Cabinet Office, that develops significant local influence over the delivery and effectiveness of the reform agenda. Our challenge is to identify, develop and deliver practical solutions that offer:

- improved value for money
- better opportunities for staff and
- more efficient services to the public



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ANNEX B - AGENDA

09.00	Registration and tea/coffee
09.30	Welcome and introductions - Neil Rider (FDALearn)
09.40	Neil Rider (FDALearn) & Chris Park (Newzpark) Presentation Exercise/Management Exercise at table
10.30	Tea/Coffee
10.40	Richard Armstrong (Civil Service Local NE) 'Better Opportunities for staff'
11.20	Senior HMRC speaker - <i>my career route</i>
11.45	Comfort Break
11.55	Neil Rider (FDALearn) & Chris Park (Newzpark) Group Exercise at table
13.00	Lunch
13.30 to 16.30	Royal Central School for Speech and Drama - Masterclass '<i>Person Impact - Stand and Deliver</i>'