



### For small and medium sized businesses in Buckinghamshire

### 3 steps to a better skilled workforce:



Complete the online diagnostic

### Business benefits:

- > Grow your own talent
- Increase productivity, confidence & motivation
- Increase job satisfaction & performance



Speak to a Skills Specialist from Adviza

Get the go ahead. Train & claim!

### Cash in for:

- > Personal Development
- > Business Skills
- > Job Specific Training

### Get started:

Visit: bbf.uk.com/virtual-adviser For more information email skills@adviza.org.uk or call 01296 329900

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## What is the Buckinghamshire Skills Offer?



We understand that every business has individual skills needs so we offer a bespoke solution to meet your specific requirements.

### "HR issues for small businesses are a nightmare!"

"We completed the online diagnostic and realised that although we wanted to grow and take on new staff, we weren't sure where we stood on a number of HR issues. Our skills adviser referred us to a one day course on HR for small businesses. The training was really beneficial and has enabled us to establish a clear way forward."

# "Online training was the answer!"

"Having just launched an online shop to sell products, I was struggling with digital skills. My skills adviser identified a range of options including an online course through a local college or a one to one session with a business coach specialising in online marketing. The online course was the answer and allowed me to learn when my beauty salon was quiet."



Our online diagnostic helps to analyse any skills gaps and our team of specialist skills advisers will identify suitable training and development opportunities for you.

### "A business mentor helped me develop my five-year plan!"

"Starting a new business is always hard and taking the time to think about our five year plan kept getting pushed to the bottom of the pile. Discussing my skills needs with an adviser helped me realise I had no plan for how I would grow the business or eventually step back. The adviser suggested I attend a free workshop on growing my business and the £150 training voucher allowed me to book some time with a business mentor to help me devise my five year plan. I now have my exit strategy in place."

# Don't delay! Start building a brighter future today!

Visit **bbf.uk.com/virtual-adviser** and you could receive a £150 voucher towards your workplace training. Vouchers are limited and will be allocated on a first come first served basis.

**Eligibility** - The vouchers are limited and will be issued on a first come first served basis, so don't delay! Training is not limited to accredited courses. Vouchers are limited to one per company. Vouchers are only available to businesses based in Buckinghamshire (not including Milton Keynes) with fewer than 250 employees. Visit our website for full terms & conditions bbf.uk.com/virtual-adviser.

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