



**Ambition to Employ**

**Programme overview**

## MENTA Ambition to Employ – detailed programme overview

### Launch session

- **Module 1 - When the time is right.** This would be a facilitated session either face to face or on-line via Zoom (3 hours) to explain the objectives of the programme, explore barriers and mindsets and help to overcome.

There would be a pre-course diagnostic to complete to assess current knowledge and readiness, plus a post course 'Clarity 4D' questionnaire to complete that will help the employer recognise the different personality styles and preferences and how their own may differ with their potential employees and how to 'flex' to get the best outcomes.

- **Module 2 (Self led online) – The Role** – Who is your ideal employee? - This module focusses on the components that make up your first employee's role which will have a transformative impact on their business.
- **1 to 1 with MENTA Business adviser** to explain Clarity 4D profile and support participants to apply their learning so far.
- **Module 3 (Self led online) – What Resources will you need?** - This module will help to identify the true costs of taking on their first employee and help them plan for that event.
- **Module 4 – Facilitated session (F2F or Zoom) – The process, attracting talent** - This module focuses on the skills needed for the recruitment process from using recruitment as a marketing opportunity to short-listing, interviewing, red tape & employment contracts.
- **1 to 1 with MENTA Business adviser** to answer individual questions and support participants to apply their learning so far.
- **Module 5 (Self led online) – Managing Talent** – This module focusses on the skills required to value, manage and retain talent.
- **Module 6 (Self led online) – Building a team (of 2+)** – This module looks at talent as a rapidly increasing source of value creation in even the smallest business where people are really the only true competitive advantage of a micro business. We will explore options and resources for ongoing training and skills development.
- **Final 1 to 1 with MENTA business adviser/check-out** to close out the programme and signpost next steps and additional resources available to support.