



## Consulting Skills Certificate

**Build your credibility as a trusted consultant.**

Whether you consider yourself a consultant or not, chances are you use consulting skills in your work projects related to your area of expertise, such as designing a custom training program, or building and implementing a learning technology system. Regardless of your position, talent professionals must demonstrate strong consulting skills to lead the execution of learning solutions within an organization.

**COMPETENCE<sup>+</sup>**

**atd** Association for  
Talent Development



## Results

By completing this program you will be able to:

- Build and strengthen relationships with clients to establish credibility and trust as a valued partner.
- Use the consulting model, tools, and templates to effectively guide clients through the consulting process.
- Develop effective questioning and active listening skills to gather information from the client.
- Collect data to identify problems, opportunities, and root causes.
- Communicate the findings and recommendations based on data analysis.
- Demonstrate how to overcome resistance and respond to difficult client behaviors.
- Evaluate the results of the solution and identify areas for future improvement.

## Participants

The maximum group size for the training course is 25 participants.

## Competences

In this training you will be working on the following competence(s):

- Conflict management
- Cooperation
- Customer focus
- Listening
- Problem analysis

Talent development professionals or talent solutions teams who consult either internally or externally to design and implement learning solutions within an organization should attend. The program benefits professionals who are new to a consulting role or those who want to prepare to assume this role in the future. A baseline self-evaluation at the start of the program will help more experienced consultants focus on the skills they want to develop as they move through the program.



## Course description

Whether you consider yourself a consultant or not, chances are you use consulting skills in your work projects related to your area of expertise, such as designing a custom training program, or building and implementing a learning technology system. Regardless of your position, talent professionals must demonstrate strong consulting skills to lead the execution of learning solutions within an organization.

ATD's Consulting Skills Certificate program provides you with a five-phase consulting model, rooted in a performance-based approach that prioritizes results over activities. You can use this model to diagnose needs, establish goals, and achieve desired performance outcomes for your learning projects. The five phases of the process lay out a practical, step-by-step method for addressing a consulting project, beginning from initial contact through the final step of process improvement.

Together with an expert facilitator and collaborating in small groups with your peers, you will follow a case study from start to finish and apply and practice the skills from each phase of the consulting model. You will leave the program prepared to establish strong client partnerships, overcome obstacles and resistance, and build your consulting credibility to influence decision making.

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By taking this program you will:

- Learn to successfully consult with organizations and evaluate your consulting skills.
- Maximize success strategies, providing feedback to senior leaders and gaining buy-in.
- Evaluate your baseline consulting skills, and identify developmental needs as a consultant.
- Earn an industry-recognized certificate

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## Certificate

ATD follows the American National Standards Institute/International Association for Continuing Education and Training (ANSI/IACET) standard for calculating and issuing Continuing Education Units (CEUs). All ATD courses and select ATD events provide CE credit in exchange for full attendance and completion of program requirements. Additionally, ATD courses and events are pre-approved by a number of credentialing institutions, such as the Association for Talent Development (ATD) Certification Institute for the APTD and CPTD Certification Programs, the Human Resources Certification Institute (HRCI), the International Coaching Federation (ICF), and the Society for Human Resource Management (SHRM). Credit values and pre-approvals vary by course and event and will be provided upon enrollment.

## Duration

### Training days

The Training & Facilitation Certificate program is a virtual course of 4 sessions.

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All sessions start at 9 a.m. and end at 12:30 p.m.

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## Investment

### Training course

The price of the training course is € 1.575,00 (excl. 21% VAT).

Do you pay the invoice yourself? Then you automatically get a beneficial advantage. No 21% VAT will be charged. The price will then be € 1.575,00.

### Payment method

You or your organization will receive a digital invoice from Competence Training Institute – a Schouten & Nelissen company, which can be paid via bank transfer. Or use the payment link in the email for an internet or credit card payment (Mastercard or Visa). Please ensure that payment is made within 30 days of the invoice date and at the latest before the first day of class.

### Facility costs

The price for the use of the accommodation, coffee/tea and an extensive lunch buffet is € 120,00 (excl. VAT). You obviously do not pay any facility costs if you choose the online course in the 'virtual class'.

## Terms & Conditions

Our current terms and conditions are displayed at [www.competence.org/terms-conditions](http://www.competence.org/terms-conditions).

## Current start and registration dates

You can register for this training course at [www.competence.org/ATDCSC](http://www.competence.org/ATDCSC). For questions or help with registration contact [info@competence.org](mailto:info@competence.org) or call + 31 (0)418 682 938.



## Additional information

### Reserve your place

You can book an optional seat in the training you prefer. This will be valid for two weeks. This assures you of participation even if you cannot decide now. Book your option on our website or call + 31 (0)418 682 938.

### Incompany

Do you wish to do this training course together with colleagues? We also provide incompany training courses. We can develop training programs specially tailored to your organization's needs. For more information on tailor-made and in-house programs: Call + 31 (0)418 682 938 and book a telephone consultation.

### Free consultation

Unsure whether this training program fits your learning needs? Our program advisors will be pleased to support you in making the right choice. You can call them on + 31 (0)418 682 938 on working days between 8.00 AM and 5.30 PM.

## About Competence & SUAS

### Your talent is the focus

SUAS and our international brand Competence are committed to talent. Whether it is your talent or that of your team or organization, we develop talent by means of training, coaching and consultancy. This way we can contribute to your personal success and the success of your organization.

### Continuous learning

Our approach goes beyond classical training. Your learning is optimized by continuously working to achieve your own learning goals.

### The best training, from the best trainers

At Competence & SUAS you are trained by the best trainers. Professionals, trained in behavioral science and with broad experience in group-dynamic processes. Our trainers develop your awareness of your own abilities and help you to develop new skills and behaviors. Their style is down-to-earth and direct, with a strong focus on practical applications. They are also always abreast of and utilize the latest insights in their field.

### Choose for quality

Competence & SUAS stand for quality and permanent, positive results - since 1980. This has led to various recognitions and accreditations: Such as CEDEO, ISO 9001, ISO 27001 and NVAO. We are also a member of several industry associations such as NRTO.

### Training programs throughout Europe

Competence & SUAS offer you training at more than 30 locations in Europe. Our locations have been selected on the basis of accessibility and quality. And, as many of our training courses start on a weekly or monthly basis, you can start working on your personal development immediately! Start dates and locations can be found on our website [www.competence.org](http://www.competence.org). Please contact us if the location or date that you want is not listed. We will schedule extra



training programs in response to sufficient need.

## Contact

Competence

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T +31 (0)418 682 938

E [info@competence.org](mailto:info@competence.org)

I [www.competence.org](http://www.competence.org)

## Planned events

Datum	Plaats
13-11-2024	VIRTUAL CLASS

Version: 19-9-2024