



Effective Meetings

Date: 25th of May

Trainer: John Seeds

Time 9:30 - 1:30

Cost: \$95.00

- No more time wasting
- Be in charge of your time
- Set the agenda
- Managing the group
- Achieve outcomes

How To Enrol (Limited Places Available)

Visit <http://www.mdservices.com.au/training/enrolmentform.html>

or

Contact Vanessa Hollinshead

Training Support Officer

Phone: 46218400

Fax: 46284006

Email: vanessah@mdservices.com.au

Early Bird Offer

Enrolments received and paid for prior to course commencement by 14 days attract a 10% Discount

Multiple Staff Offer

Any organisation that enrolls and pays for three or more staff members will attract a 15% Discount