

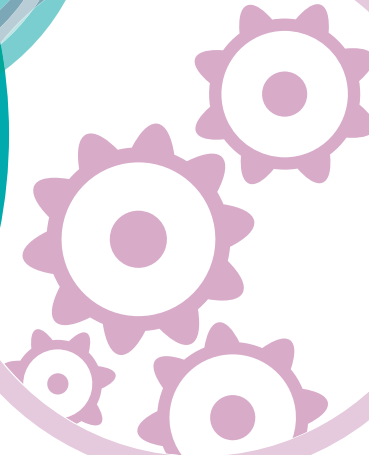
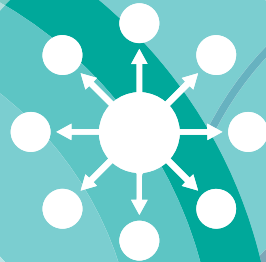


Jobs *transform* lives

2017

Business Services Directory and Training Calendar

Everything your business needs



Recruitment &
Employment
Confederation

Introduction

We are the recruitment industry's single destination for advice, guidance, training and business support.

We have been delivering skills to thousands of recruitment businesses for more than 20 years.

We provide recruitment-specific training, events, consultancy, business and accreditation services.

Whatever direction or vision you have for your business, you can rest assured we provide a service, product or training programme that can help you get there.

We offer full customisation on all services, and REC membership gives you access to a set of discounts and offers across our range of products. We know all businesses have unique requirements, which is why flexibility is our speciality.



Give us a call to discuss your needs on **020 7009 2100**



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All dates and locations of our recruitment training across the UK

**Flexibility is our speciality. We offer full customisation on all services.
That means we can bring our courses to you and tailor them to your business requirements.**

Recruitment Training – Grow your own talent

The REC’s recruitment training programme runs open courses throughout the year across nine locations nationwide. The REC has existed for almost a century and represents an industry worth £35.1 billion to the UK economy. We design and deliver the most comprehensive and informed developmental programmes within the industry, offered at the best value while being professional and flexible.

Recruitment Essential Skills

Our Recruitment Essentials courses cover everything from introduction to recruitment practice, to the fundamentals of running a perm or temp desk, successful interviewing and candidate sourcing and management.

Introduction to Recruitment Practice

This two-day course is the perfect introduction to the world of recruitment. It covers working with clients and candidates, successful selling, key legislation and running a profitable desk.

£715*
member

£950*
non-member

Essential Skills for Permanent Recruiters

This course covers all the practical skills a recruiter needs to run a permanent desk. It includes long-term recruitment processes, developing client relationships and attracting quality candidates.

£395*
member

£605*
non-member

Essential Skills for Temporary Recruiters

This course is perfect for recruiters who want to specialise in temporary recruitment. It covers placements, quality candidate attraction, job descriptions and building client relationships.

£395*
member

£605*
non-member

Candidate Sourcing and Management

This programme gives you the skills needed to get the most from your database, improving candidate attraction and referral rates.

£395*
member

£605*
non-member

Successful Interviewing

Effective interviewing teaches you how to plan, structure and conduct an interview with both candidates and clients, whether face to face or over the telephone. It helps learners match the right talent with the right roles and increases successful placements and candidate loyalty.

£395*
member

£605*
non-member

Competence Based Interviewing

This programme is designed to teach recruiters how to conduct a competence-based interview. It explains how the interview model works and how you can fit it to any recruitment process.

£395*
member

£605*
non-member

Start Up Your Own Agency

Our three-day Start Up Your Own Agency programme gives you everything you need to set up a viable recruitment businesses, including generic business set-up, recruitment specifics and recruitment law.

£1,295*
members and
non-members



Recruitment Sales and Marketing Training



People who generate sales are the lifeblood of any recruitment business. Selling requires knowledge, skill and confidence. These three ideals underpin all our sales programmes. The majority of our sales programmes are endorsed by the Institute of Sales Management (ISM).

Telephone Sales

The telephone is key for any recruiter - but how many know how to use it well? This programme will help you develop a confident telesales approach, helping you to build relationships and win business.

£395*
member

£605*
non-member

Business Development Planning

This programme covers the fundamentals of business development from identifying, researching and targeting a range of client groups; planning and establishing positive selling behaviours; devising a plan and then reviewing the outcomes to improve for next time.

£395*
member

£605*
non-member

Successful Account Management

This programme shows you how to identify and qualify key decision makers, carry out effective research and develop a greater understanding of client needs.

£395*
member

£605*
non-member

Progressive Sales

This two-day course is an in-depth introduction to sales psychology. It breaks down the sales structure and teaches practical problem-solving techniques.

£715*
member

£950*
non-member

Perfect Client Meeting

This programme teaches the basic rules around running a successful client meeting.

£395*
member

£605*
non-member

Close the Sale

This programme is perfect for those who want to develop better client negotiating skills, overcome client rejections and master closing the sale.

£395*
member

£605*
non-member

Consultative Sales

This advanced programme is ideal if you've already had formal sales training but want to understand the concept of consultative sales.

£395*
member

£605*
non-member

Develop and Win Big Business

Developing and Winning Big Business shows you how to properly target customers that can provide volume, high margins and high revenue. You will also learn how to prepare and deliver presentations that are persuasive and compelling.

£395*
member

£605*
non-member

Customer Service for Recruiters

Getting customer service right is vital to our industry, at every level, the service we provide is key to the way we are seen by clients and candidates. This new programme is designed to develop the skills and ability needed to use industry best practice by considering your knowledge, skills and behaviours.

£395*
member

£605*
non-member

*All prices exclude VAT

Recruitment Management Training

Our two-day management training programmes are aimed towards recruitment managers who wish to improve their performance, take on more responsibility or grow their team.

Balancing Act

Finding a balance between managing a team and hitting your targets can be tough. This programme covers team leadership, performance management and delegation.

£715*
member

.....
£950*
non-member

Advanced Management Skills

This programme focuses on the concepts of strategic management and how to develop an organisational culture which has focus and clear goals.

£715*
member

.....
£950*
non-member

Management Essentials

This programme provides an introduction to the role and duties of an effective manager within a fast moving commercial environment.

£715*
member

.....
£950*
non-member

Recruitment Legal Training

The employment landscape is fraught with regulatory risks and challenges that your business needs to overcome every day. Our recruitment law training programmes are developed by industry experts and covers the most up-to-date legislation that every recruiter needs to know.

Recruitment Law - Supplying Limited Company Contractors

This half-day programme teaches about the different types of limited company contractors and the obligation each has to businesses, hirers, and tax.

£245*
member

.....
£325*
non-member

Recruitment Law - Understanding the Essentials

This programme covers the essential legislation that everyone working in recruitment should be aware of.

£395*
member

.....
£605*
non-member

Recruitment Law - Managing PAYE Temp Workers

This programme will enable you to differentiate between employees, workers and the genuinely self-employed.

£395*
member

.....
£605*
non-member



In-company training

Building a knowledgeable workforce

Our In-company training has members in mind. If you are looking at ways to stay ahead of the competition. In-company training offers you the flexibility to build a knowledgeable workforce.

- We can come to you – any location
- Your choice of topics
- We can focus on niche market areas
- A dedicated trainer
- Money saved on travel, expenses and a lower cost per head
- Investing in your employees increases employee retention and productivity

With In-company, you can create your own programme by tailoring elements from existing programmes, or we can start from scratch and work with you to design your own.

You can include sector specifics, social media, legislative workshops, coaching and team development.

We also offer one-to-one coaching, engaging employees with their work, making them feel valued and fostering commitment.

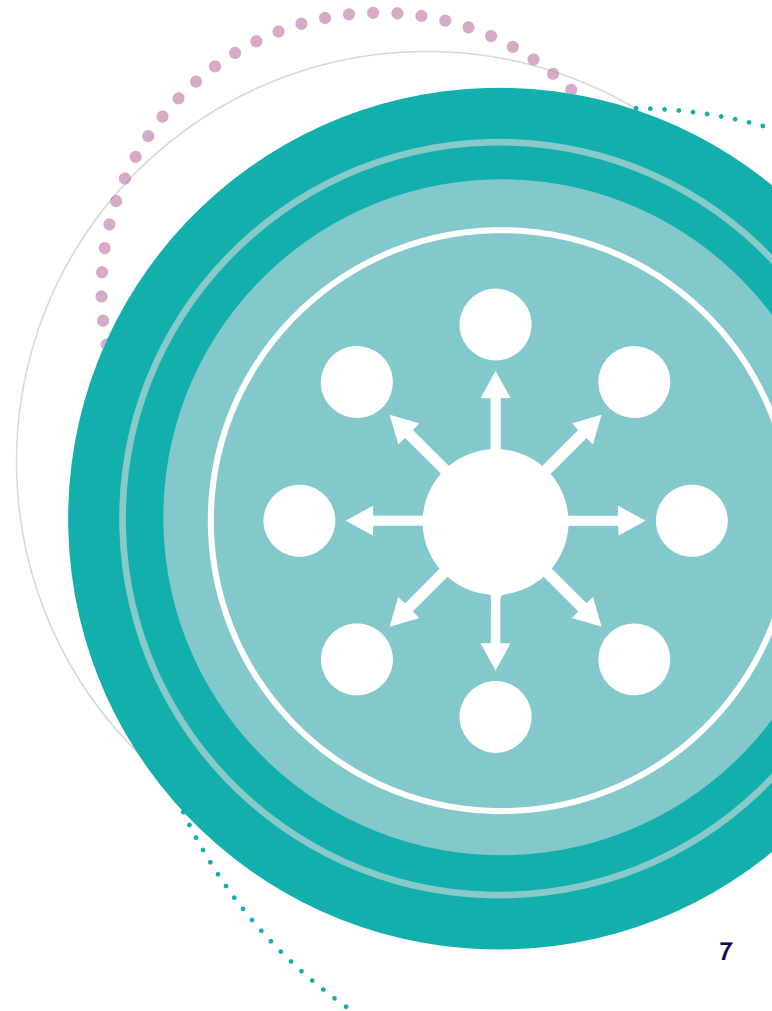


Find out more by visiting www.rec.uk.com/in-company

Prices start from

£1,595*

*All prices exclude VAT



Qualifications – A routeway to success



The positive impacts of staff training

Investing in your staff can help your business retain talent, improve employee satisfaction, increase profit margins and productivity as well as promoting teamwork. Start your staff on a career changing journey with our comprehensive suite of IRP qualifications awarded by the REC. Regardless of how long a recruiter has been in the profession, there are qualifications to suit all levels. All courses are designed with industry consultation and have followed the regulated frameworks.

Level 2 Certificate in Recruitment Resourcing

The Level 2 Certificate in Recruitment Resourcing has been developed to provide recruitment and in-house resourcers with an industry recognised qualification at Level 2. It's perfect for those new to resourcing and will give you a strong and practical understanding of the way resourcers interact with clients and candidates.

- Seven mandatory units assessed in a two hour exam.

Price

£ 629*

Level 3 Certificate in Recruitment Practice

The Level 3 Certificate in Recruitment Practice is the standard for new and potential recruiters. It is designed to build your knowledge and skills around the fundamentals of recruitment practice and is based on extensive industry feedback.

- Six mandatory units assessed in a two and a half hour exam

Price

£ 629*

Level 4 Diploma in Recruitment Management

The Level 4 Diploma in Recruitment Practice provides experienced recruiters and potential recruitment managers with a qualification to take their career to the next level. It is ideal for senior consultants and account managers who have moved into a managerial role or will be in future.

- Six mandatory units
- Two optional units (from a list of five)
- Assessed by a combination of exams and project work

Price

£ 435* per unit **£ 2,430***

Level 5 Diploma in Recruitment Leadership

The Level 5 Diploma in Recruitment Leadership is a degree-level qualification for senior managers and directors.

It provides a strategic-level qualification about the recruitment function, including business planning, financing and resourcing strategy.

- Seven mandatory units, plus seven optional units
- Students must complete a minimum of eight units
- Assessed by a combination of exams, projects and case studies

Price

£4,500*



To find out more visit: www.rec-irp.uk.com/qualifications

What our members say

It was really enjoyable. You get to know the theory behind your day to day job and that backs up what you're doing. It shows what you're doing is correct and gives you a great insight into what's going on. It's taken my role to the next level

– Laura Garratt, Chefs Jobs UK



Apprenticeships in recruitment

Apprenticeships are structured training programmes undertaken in the workplace.

They combine on and off the job learning and development, allowing the apprentice to earn and learn, and a business to develop and grow.

Thousands of recruiters have used apprenticeships to kick start their career.

It gives recruitment businesses the opportunity to hire locally and develop their employees.

REC apprenticeships cover the following levels:

- The Level 2 apprenticeship is perfect for those new to the industry. It covers the Level 2 Certificate in Recruitment Resourcing.
- The Level 3 apprenticeship is ideal for those who have some experience in recruitment and want to build their knowledge.
- The Level 4 apprenticeship is aimed at individuals who have experience in the sector and want to develop within that role.

The REC is the recognised awarding body for the qualifications that make up these apprenticeships and has approved training providers nationwide.



Find out more at www.rec-irp.uk.com/apprenticeships



Bespoke Consultancy & Mentoring

When you need advice, guidance and support, you can call on the REC to help get under the skin of your business and drive its success.

Our bespoke consultancy gives the opportunity to have a non-executive director visit your business, helping you focus and plan for success.

Our bespoke consultancy helps with planning or evaluating your first year of business, entering markets, opening overseas and benchmarking.

Bespoke consultancy is for all business leaders, whatever stage their business is at.



Learning and Development Consultancy

Our Learning and Development product is a half-day consultancy session assessing your training and staff development needs.

Our consultants help businesses improve employee retention and staff satisfaction by utilising apprenticeships, qualifications and best practice tools.

Our consultants are flexible and happy to help. They will work with you to identify and agree areas for improvement and solutions that suits your business needs, budget and growth aspirations.



Find out more www.rec.uk.com/consultancy



Find out more here www.rec.uk.com/LandD

Price (costs vary depending on your requirements)

£ 825* per session

Price

£ 825*



REC Online Diagnostic

The REC's free online diagnostic is a simple, online tool, which allows REC members to assess where their business might need support across four key areas; Business Planning, People and Development, Health & Safety and Statutory HR. The diagnostic provides a detailed report highlighting key vulnerabilities, actions required and where relevant support, products and services available through your REC membership.



Available late 2017. Find out more by visiting www.rec.uk.com/croner

REC Audited

REC Audited is the gold standard for recruitment businesses. It's about more than proving compliance – it demonstrates that you're operating best practice across a variety of areas, including service, staff development, client management and diversity. Our Audited process begins with an online diagnostic, and is followed by a bespoke in-company audit by one of our experts. The package also includes a full feedback report that is tailored specifically to your business.



REC Audited Education

REC Audited Education is the next step for education recruiters. It ensures you are undertaking all relevant checks when recruiting and vetting teachers and non-teaching staff to work with young people. Obtaining REC Audited status demonstrates to your clients that you are operating at the highest level of compliance and best practice and differentiates you from your competition, opening doors to clients with strict supplier policies.

All REC Audited businesses are exempt from taking the REC Compliance Test.



Find out more www.rec.uk.com/audited

Price

£1,250

Plus expenses and VAT
£1,050 for renewal,
every two years

*All prices exclude VAT



REC and Elite Leaders Partnership – Top Team Coaching

The REC has developed a partnership with Elite Leaders to provide a networking programme for up-and-coming recruitment leaders and business owners.

Elite Leaders

Elite Leaders is a monthly meeting between small groups of business leaders to discuss best practice and exchange ideas.

Each group is chaired by a leading industry expert, who will share insight on:

- Attracting and retaining an outstanding team
- Increasing shareholder value
- Driving dramatic sales growth
- Building brand equity
- Creating a success culture
- Maximising profits and company value
- Innovation and change



You can find out more here www.rec.uk.com/eliteleaders

Price

£6,000 * per member
per annum,
paid monthly

Elite Future Leaders

Future Leaders is an exclusive programme designed to accelerate the development of your up-and-coming talent. Future Leader members meet and share best practice, exchange new ideas and work with some of the most inspiring guest experts. The meetings are chaired by Elite's industry entrepreneurs and experts.

Price

£2,950 *
12 month membership,
six sessions a year.



Events

The REC hosts a number of events around the country every month, the majority of which are free and exclusive to REC members, all designed to bring you the latest industry development, thinking and market intelligence.

For 2017 REC members will have access to the following free events:

- Scale Up In the Round regional events
- Scale Up Live - issue specific half-day conferences
- Networking events
- Sector specific meetings and webinars
- Talking Recruitment webinars



To find out what events are happening near you, visit www.rec.uk.com/events

Other events include:

Apprenticeship Levy Workshop

11 January 2017 – London

25 January 2017 – Manchester

8 February 2017 – Birmingham

Talent, Recruitment and Employment Conference (TREC) 2017

21st June 2017 – London

Our annual flagship event will once again bring together the best of the best within recruitment, HR and talent. Experts from a variety of different

employers, industry service providers and agencies will come together for the fourth year in the name of the The Good recruitment campaign. TREC 2017 will also showcase through provoking, engaging and highly participative roundtable and panel discussions with well-known industry leaders.

Scale Up Autumn Masterclass series with Greg and Chris Savage 31 October – 7 November, various locations

World leading recruitment industry guru and successful entrepreneur Greg Savage and Chris Savage, one of Asia Pacific's pre-eminent public relations, digital, marketing and professional services industry leaders will be delivering a series of half-day regionally delivered Masterclasses in the autumn of 2017.

These half-day, intensive masterclasses will equip recruiters with the tools to succeed in the modern era. Every attendee will leave with a personalised road-map, with tools to drive recruiting success and higher billings.

Every owner and manager will have the framework to lead successful teams and develop high billing talent. Attendees will get an in depth explanation of the core components of the modern recruiter.

Detailed strategies, tactics and new ideas, for sourcing, modern candidate management, personal branding, marketing, social media for recruiters, advanced influencing skills, networking, modern business development and crucial advice on self-management and productivity.

IRP Awards 2017, Rewarding and recognising excellence in recruitment 6 December 2017 – London

The Institute of Recruitment Professionals (IRP) Awards celebrate professional excellence and the inspirational work carried out by the recruitment industry's brightest stars.

An IRP Award is the most prestigious accolade an individual or company within the recruitment industry can receive.

Start-up your own agency – supporting recruitment businesses from launch

The REC supports recruitment businesses from day one. Our three-day Start-up your own agency course provides you with everything you need to set up a viable recruitment businesses.

This intensive course is designed to give entrepreneurs a full understanding of running a recruitment business. You'll learn to prepare realistic business

plans, define your terms of business and build finance, sales and marketing platforms. There is also opportunity to learn from our dedicated Start-up mentors, who are on hand with advice and guidance for 12 months after completing the course.

Price

£1,295* per delegate



Find out dates and locations on page 17 or visit www.rec.uk.com/start-up

What our members say

Great course, Helen is brilliant, a real asset to the course.

– Peter Adams, Prophet Care Recruitment

This course has equipped me with the relevant knowledge to push my business forward.

– Serena Streadwick, Almonds Recruitment Agency



Training Calendar 2017

Introduction to Recruitment Practice

£715 (member) £950 (non-member)

This two-day course is the perfect introduction to the world of recruitment. It covers working with clients and candidates, successful selling, key legislation and running a profitable desk.

Month	Date	Location
January	25-26	Manchester
February	15-16	London
April	05-06	Newcastle
April	25-26	London
May - June	31-01	London
June	21-22	Birmingham
July	05-06	Leeds
July	18-19	London
September	26-27	London
October	18-19	Glasgow
October	24-25	Bristol
November	15-16	London

Successful Interviewing

£395 (member) £605 (non-member)

Effective interviewing teaches you how to plan, structure and conduct an interview with both candidates and clients, whether face to face or over the telephone. It helps learners match the right talent with the right roles and increases successful placements and candidate loyalty.

Month	Date	Location
January	24	London
February	09	Newcastle
April	27	Bristol
May	17	London
June	08	Birmingham
June	21	Belfast
July	25	Leeds
September	13	London
October	17	Manchester
November	14	London



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'



Essential Skills for Permanent Recruiters

£395 (member) £605 (non-member)

This course covers all the practical skills a recruiter needs to run a permanent desk. It includes long-term recruitment processes, developing client relationships and attracting quality candidates.

Month	Date	Location
January	25	London
February	21	Birmingham
March	07	London
March	09	Leeds
May	10	Bristol
May	16	London
June	01	Manchester
June	27	Newcastle
September	07	Leeds
September	19	Birmingham
September	20	London
November	02	London
December	06	Manchester

Essential Skills for Temporary Recruiters

£395 (member) £605 (non-member)

This course is perfect for recruiters who want to specialise in temporary recruitment. It covers placements, quality candidate attraction, job descriptions and building client relationships.

Month	Date	Location
February	14	London
February	22	Bristol
March	28	Leeds
April	25	Manchester
April	27	London
May	09	Birmingham
June	20	Belfast
June	29	London
September	05	Leeds
September	21	London
October	03	Newcastle
October	19	Manchester
November	08	Birmingham
November	22	London



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'

Candidate Sourcing and Management

£395 (member) £605 (non-member)

This programme gives you the skills needed to get the most from your database, improving candidate attraction and referral rates.

Month	Date	Location
February	08	London
June	01	London
September	06	Leeds
November	28	London

Competence Based Interviewing

£395 (member) £605 (non-member)

This programme is designed to teach recruiters how to conduct a competence-based interview. It explains how the interview model works and how you can fit it to any recruitment process.

Month	Date	Location
May	23	London
October	12	London

Start Up Your Own Agency

£1,295 (members and non-members)

Our three-day Start Up Your Own Agency programme gives you everything you need to set up a viable recruitment businesses, including generic business set-up, recruitment specifics and recruitment law.

Month	Date	Location
January - February	31-02	London
March	14-16	London
March	21-23	Manchester
April	04-06	London
May	09-11	London
June	06-08	London
July	04-06	London
July	25-27	Birmingham
September	05-07	London
October	03-05	London
October	24-26	Manchester
November	07-09	London
December	12-14	London



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'



Telephone Sales

£395 (Member); £605 (Non-member)

The telephone is key for any recruiter - but how many know how to use it well? This programme will help you develop a confident telesales approach, helping you to build relationships and win business.

Month	Date	Location
January	24	Manchester
February	07	London
February	21	Bristol
March	07	Leeds
March	29	London
April	04	Birmingham
May	24	Glasgow
June	06	London
June	20	Newcastle
June	22	Belfast
July	11	Manchester
July	20	London
September	05	Bristol
September	12	London
October	03	Leeds
November	07	Birmingham
November	21	London
November	28	Edinburgh

Business Development Planning

£395 (Member); £605 (Non-member)

This programme covers the fundamentals of business development from identifying, researching and targeting a range of client groups; planning and establishing positive selling behaviours; devising a plan and then reviewing the outcomes to improve for next time.

Month	Date	Location
January	25	London
February	15	Birmingham
March	01	Manchester
March	02	London
March	28	Bristol
May	11	Newcastle
May	16	London
June	13	Edinburgh
June	28	London
September	13	Birmingham
September	19	London
October	12	Manchester
October	17	Glasgow
October	31	London
November	22	Bristol
December	05	Leeds



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'



Successful Account Management

£395 (member) £605 (non-member)

This programme shows you how to identify and qualify key decision makers, carry out effective research and develop a greater understanding of client needs.

Month	Date	Location
January	26	London
February	23	Leeds
March	28	London
May	18	Bristol
July	18	London
September	14	Manchester
October	10	London
November	23	Birmingham

Progressive Sales

£715 (member) £950 (non-member)

This two-day course is an in-depth introduction to sales psychology. It breaks down the sales structure and teaches practical problem-solving techniques.

Month	Date	Location
February	21-22	London
May	23-24	London
July	18-19	Manchester
September	20-21	London
October - November	31-01	London

Perfect Client Meeting

£395 (member) £605 (non-member)

This programme teaches the basic rules around running a successful client meeting.

Month	Date	Location
February	16	Manchester
March	30	London
June	13	Newcastle
September	12	London
October	11	Leeds
November	30	Birmingham
December	05	London



Remember - if you have attended any REC training course, you are entitled to a **'Lifelong Learner Discount' of 20% off** all courses



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'



Close the Sale

£395 (member) £605 (non-member)

This programme is perfect for those who want to develop better client negotiating skills, overcome client rejections and master closing the sale.

Month	Date	Location
February	14	London
May	18	Leeds
July	20	London
September	12	Birmingham
November	23	London

Develop and Win Big Business

£395 (member) £605 (non-member)

Developing and Winning Big Business shows you how to properly target customers that can provide volume, high margins and high revenue. You will also learn how to prepare and deliver presentations that are persuasive and compelling.

Month	Date	Location
March	28	London
July	13	London
November	14	London

Consultative Selling

£395 (member) £605 (non-member)

This advanced programme is ideal if you've already had formal sales training but want to understand the concept of consultative sales.

Month	Date	Location
March	21	London
June	20	Birmingham
October	05	Belfast
October	11	London
November	29	Manchester

Customer Service for Recruiters

£395 (member) £605 (non-member)

Getting customer service right is vital to our industry, at every level, the service we provide is key to the way we are seen by clients and candidates. This new programme is designed to develop the essential skills and ability needed to use industry best practice by considering your knowledge, skills and behaviours.

Month	Date	Location
July	05	London
September	28	London
November	01	London



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'



Balancing Act

£715 (Member); £950 (Non-member)

Finding a balance between managing a team and hitting your targets can be tough. This programme covers team leadership, performance management and delegation.

Month	Date	Location
February	07-08	Manchester
March	07-08	London
April	26-27	Birmingham
May	16-17	Edinburgh
July	11-12	London
September	19-20	Leeds
November	28-29	London

Advanced Management Skills

£715 (Member); £950 (Non-member)

This programme focuses on the concepts of strategic management and how to develop an organisational culture which has focus and clear goals.

Month	Date	Location
February	15-16	Leeds
May	17-18	London
June	06-07	Birmingham
September	26-27	Manchester
October	18-19	London

Management Essentials

£715 (Member); £950 (Non-member)

This programme provides an introduction to the role and duties of an effective manager within a fast moving commercial environment.

Month	Date	Location
February	22-23	Manchester
March	08-09	London
March	29-30	Birmingham
June	14-15	London
June	21-22	Leeds
July	12-13	Newcastle
September	13-14	London
October	03-04	Belfast
October	04-05	Birmingham
October - November	31-01	Manchester
November	22-23	Glasgow
December	06-07	London



Remember - if you have attended any REC training course, you are entitled to a **'Lifelong Learner Discount'** of 20% off all courses



BOOK NOW! Call 0207 009 2100 and quote ref 'retrain2017'

Recruitment Law

Supplying Limited Company Contractors

£245 (member) £325 (non-member)

This half-day programme teaches about the different types of limited company contractors and the obligation each has to businesses, hirers, and tax.

Month	Date	Location
February	01	London
March	22	Manchester
March	29	Newcastle
June	14	Leeds
July	26	Birmingham
September	06	London
October	10	Bristol
October	25	Manchester
November	08	London
November	15	Leeds
December	06	Birmingham


Recruitment Law

Managing PAYE Temp Workers

£395 (member) £605 (non-member)

This programme will enable you to differentiate between employees, workers and the genuinely self-employed.

Month	Date	Location
March	15	London
May	09	Manchester
July	04	Bristol
September	05	London
September	21	Leeds
October	04	London
November	02	Birmingham

 Remember - if you have attended any REC training course, you are entitled to a **'Lifelong Learner Discount' of 20% off** all courses

 **BOOK NOW! Call 0207 009 2100 and quote ref 'rectrain2017'**

Recruitment Law

Understanding the Essentials

£395 (member) £605 (non-member)

This programme covers the essential legislation that everyone working in recruitment should be aware of.

Month	Date	Location
February	02	London
February	07	Bristol
March	16	London
March	23	Manchester
March	30	Glasgow
April	06	London
May	11	London
June	08	London
June	15	Leeds
July	06	London
July	27	Birmingham
September	07	London
October	05	London
October	26	Manchester

November	09	London
November	16	Leeds
December	07	Birmingham
December	14	London

 **What our members say**

This course provided a comprehensive overview of the principles of Employment and Contract Law. Extremely Informative.

– Emma Lawndes, *Employ Recruitment.*



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Recruitment & Employment Confederation

Dorset House
First Floor
27-45 Stamford Street
London SE1 9NT

Tel: 020 7009 2100

Fax: 020 7935 4112

Email: info@rec.uk.com

Twitter: @RECMembers

Web: www.rec.uk.com

Registered in England, company registration number 3895053

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