

21 March, 31 May & 21 August
2017

Other dates available on request

Media Training

This training course teaches small groups (*minimum of 4 people per class*), how to handle media enquiries and questions, and get the right message across by using real-life situations, especially being prepared for serious incidents on construction sites.

Methods of how to develop and deliver the right message to the right audience are taught using a mix of theory, demonstration and one-on-one practical exercises.



Brief course outline:

- Getting your message into the media.
- Preparing for an interview.
- Eliminate jargon.
- Make a good impression.
- Stay on track.
- How to say 'no comment' in a more positive way.
- On-camera interviews and playback analysis.

To keep control of all dealings with the media you need to know only a few simple but effective tools and techniques. Media training instills confidence that a positive outcome can be reached whether you are participating in proactive or reactive communications.

DATE/s: Tuesday 21 March, Wednesday 31 May & Monday 21 August, 2017
Also, other dates available on request.

TIME: 12.00pm - 4.00pm

TRAINER: "LastSay." Communications.

VENUE: Master Builders, Level 3, 35-37 Havelock Street, West Perth

COST:

| | Minimum group booking of 4 persons |
|-------------------|---|
| MBA Member | \$1000.00 per person |
| Non-member | \$1500.00 per person |

If you require further assistance, call us on **9476 9800** or email training@mbawa.com

*Prices subject to change. This course is not subsidised by the Construction Training Fund (CTF).

MEDIA TRAINING

21 March, 31 May & 21 August, 2017

12.00pm - 4.00pm

Course date (please tick): Tuesday 21 March Wednesday 31 May Monday 21 August, 2017
(minimum of 4 persons per class) Other dates request.

PARTICIPANT DETAILS:

| | |
|---------------------------------|-------------|
| Surname: | First name: |
| Date of birth: | |
| Mobile: | Email: |
| Home address: | |
| Suburb: | Postcode: |
| Job/Trade title: | |
| Job description (brief detail): | |

EMPLOYER/COMPANY DETAILS:

| | | |
|--|------|---|
| Master Builders member name: | | |
| Employer/company name: | | |
| Address: | | |
| Suburb: | | Postcode: |
| Contact name: | | Email: |
| Phone: | Fax: | Mobile: |
| Please <u>tick</u> the industry sector in which you work | | Commercial <input type="checkbox"/> Housing <input type="checkbox"/> Engineering <input type="checkbox"/> |

PAYMENT DETAILS

Payment must be received prior to the course date to secure your place & receive your confirmation.

EMAIL: training@mbawa.com **FAX:** 9476 9881

POST: Master Builders Training Department, P.O. Box 167, West Perth WA 6872

| Minimum group booking of 4 persons | |
|------------------------------------|----------------------|
| MBA Member | \$1000.00 per person |
| Non-member | \$1500.00 per person |

Please note that course costs subject to change.

| | | |
|-------------------|---|------------|
| Method of Payment | Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Money Order <input type="checkbox"/> | Amount: \$ |
|-------------------|---|------------|

| | |
|------------------------------------|---|
| Credit Card Details (please tick): | Bankcard <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> |
|------------------------------------|---|

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|---|---------------------------|
| Card number: _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _ | Expiry date: _ _ / _ _ |
|---|---------------------------|

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|-------------------|------------|
| Cardholders name: | Signature: |
|-------------------|------------|

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|----------------------------|---|
| Cancellation Notice | <i>A refund will not be provided for no shows on the day of the course, or cancellations less than 5 working days prior to the course date. You may, however, substitute another person up to 24 hours prior to the course.</i> |
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If you require further assistance, please contact us on **9476 9800** or email training@mbawa.com

To view our Terms & Conditions please visit www.mbawa.com