

## **Jacqui Burke CV**

Following completion of a degree in English Literature Jacqui spent 12 years in the Financial Services industry, as a training and development specialist. Jacqui became a consultant in 1997 and in 2001 set up her own business, Flourishing People, which supports the growth and performance of organisations by helping their people to flourish.

### **Some recent consultancy assignments**

#### **Management training and development**

Design and delivery of management training and team development programmes including:

- business skills training for childcare providers in Essex on behalf of the Early Years Partnerships, (modules included Business Planning; Marketing your services; Pricing your services; Managing your finances; Managing information; Performance management; Time management; Communicating assertively; Motivating the team)
- personal and professional skills development for graduate new entrants at a utility business including workshops on time management, influencing skills and selection interviewing
- skills development for government departments seeking to establish new ways of working including modules on project management, building an effective team and stakeholder engagement
- strategic planning awaydays for the senior teams of a range of organisations
- team development days for newly formed and established teams to develop team working
- facilitation of action learning sets for a Strategic Health Authority and a manufacturing company to support the management of change.

#### **Coaching and mentoring**

Over 400 hours of one to one coaching and mentoring experience including:

- executive coaching with business owners and managers to support their professional development and enhance their performance
- mentoring for start-up and pre-start businesses
- career coaching
- use of 360 degree feedback and a range of psychometric profiling tools to support personal growth and self awareness.

#### **HR consultancy**

Management of a variety of HR assignments focused on improving people management processes, including recently:

- Investors in People projects for a wide range of clients of all sizes and degrees of complexity, in both the public and private sectors
- facilitation of Graduate Assessment centres to support recruitment for an aviation business
- design of a balanced scorecard to support a new approach to performance management for a large national training provider
- design and implementation of a performance management framework for a national charity
- training needs analysis project for a government department with new regulatory powers
- a training and competence project for a High Street Bank to ensure compliance with regulatory requirements together with satisfying the needs of the business.

#### **Qualifications**

Chartered Member of the CIPD; Member of the Institute of Business Consulting; Member of The Association for Coaching; Certificate in Counselling; Registered Investors in People Adviser; SFEDI accredited; Business Link Approved Consultant; qualified to administer the Myers Briggs Type Indicator (MBTI).

#### **Other activities and interests**

- School Governor and Chair of Personnel Committee for a local primary school
- Speaking at events on behalf of MentFor to raise awareness of mentoring in business and education
- Volunteer Business Adviser for Young Enterprise Suffolk
- Volunteer Business Mentor for the Cambridgeshire Mentoring in Schools Programme
- Secretary of a local conservation campaign group.